

Seminary School of the Arts Policies and Information 2010-11

Payment Policies

Registration Forms and payment must be submitted prior to the first lesson or ensemble rehearsal in each semester. The **SSA Fee Worksheet** is provided for your convenience. Registration by check can be done in person or by mail. Credit card payment must be made by phone or in person to Mrs. Aarica Myers (502-897-4115) in the Cooke Hall Office. Cash payment must be made in person. Office hours are M-F 8 am-4:30 pm (closed from 1-2 pm). Students enrolling in SSA lessons after the first week will be charged for the remaining weeks on a prorated scale. Ensemble enrollment is closed after the second rehearsal and the fee is not prorated for late enrollment.

Registration Fees

The Registration Fee is waived during Early Registration (see **Registration Form**). The \$10 Registration Fee per student per semester applies otherwise.

Tuition Discounts

Tuition discounts are available at the time of Registration only. The **Family Lesson Discount of 10% off applies for each child** in a family with multiple children enrolled in Lessons. The **Senior Lesson Discount of 10% off** applies for students over 60.

Lesson Types and Rates (see **SSA Fee Worksheet Fall 2010**)

SSA Standard Rate. Most SSA teachers are students enrolled in graduate degree programs at The Southern Baptist Theological Seminary and are training for music ministry in the church, college teaching careers in music, or other positions. They hold a minimum of a bachelor's degree in music and are pursuing master's or doctoral degrees. Some have taught music in public and private schools before enrolling at Southern. They are experienced private teachers in their areas as well as outstanding performers.

The **Suzuki Rate** applies to lessons taught by Suzuki master teacher Leila Trindade, one of Louisville's leading Suzuki teachers and Co-Director of Seminary String Camp. Mrs. Trindade, also a recognized performer, holds the M.M. in Violin Performance in addition to multiple Suzuki certifications.

Master Teacher instruction taught by an artist and pedagogue with exceptional accomplishments, credentials, and experience and holding either a master's or doctoral degree in music is also available on piano and other instruments. Master Teachers for Fall 2010 will be announced before July 30. Parents interested in this level may contact the Director for more information.

Ensembles

Ensemble Fees are assessed **per student** as follows. There is no discount on Ensemble Fees.

- \$65 First semester ensemble enrollment **with or without SSA Lessons** (per ensemble)
- \$65 Second or successive semester **with SSA Lessons** (per ensemble)
- \$130 Second or successive semester **without SSA Lessons** (per ensemble)

Refund Policy

In case of withdrawal from the program, a tuition refund for private lessons less the cost of lessons already given will be available through the fourth private lesson of each semester. After the fourth lesson, refunds will not be given. Ensemble fees are nonrefundable due to the fact that ensemble directors plan the repertory from the beginning of the semester based on the precise combination of students enrolled. The Registration Fee is nonrefundable. There is no refund for missed classes, group lessons, or ensemble rehearsals.

Semester Calendar and Holidays

The SSA Fall and Spring Semesters for private lessons are calculated at 15 weeks. The semester start date allows students one week off for Fall or Spring Break while still completing 15 lessons before the recital. SSA Student Recitals are on Saturday in mid-December and mid-May. Ensembles run for 13 weeks both in Fall and Spring. The Ensemble Concert takes place the week after the SSA Recital each semester. Ensembles may have an additional Outreach Concert in the community scheduled at another time. For Summer Session, parents may choose either a 6, 8, or 10-week plan for lessons. There are no recitals or ensembles in Summer Session.

Lesson Absences and Makeup Lessons

Lessons cancelled by the student are nonrefundable. However, one makeup lesson per semester for a cancellation by the student is included in the semester fee. All teacher absences will be made up or the amount refunded at the end of the semester. Teachers are expected to complete any outstanding makeup lessons within two weeks after the SSA Recital. Teachers are not expected to make up lesson time missed due to student tardiness, as many teachers have several students scheduled in succession. As a courtesy, please contact your child's teacher by the morning of lesson day or earlier if possible if you need to cancel a lesson. More than three ensemble rehearsals missed in a semester disqualify the student from being able to perform in the concert in that semester.

Practice and Performance Expectations

Teachers will instruct each student, based on the student's age and level, on the length of daily practice time needed to progress as a musician. As explained in the SSA mission statement, we believe the musical development of a student is best achieved by a partnership between student, teacher, and parents. Consistent parental encouragement and support is an essential and expected part of our program. Students are expected to apply themselves in 5-6 sessions of focused practice per week. The Suzuki lesson program requires a particularly high level of parental involvement and commitment. (Please see the website for more information on the philosophy and expectations of the Suzuki Method.) One of the main reasons for making music is to have the joy of sharing it with others, and the regular SSA Recital opportunities are a major asset of the program. Students are generally expected to perform in an SSA Recital each semester. The teacher will advise parents regularly on the progress of the student.

Instrument Rental

The SSA has a limited number of full-size string instruments available for rent to students enrolled in private lessons. Interested parents may contact the Director for information and rental form.

Parking and Directions to Cooke Hall. Cooke Hall is located on the corner of Lexington Road and Godfrey Avenue, connected to Alumni Chapel, the large white church with the steeple. Turn onto Godfrey and take the *second left* into the parking lot; you will be looking at the new McCall Welcome Center Pavilion. Please park in the large lot between the Legacy Conference Center and Honeycutt Student Center. Campus maps are available at www.sbts.edu.

Location. Payments are made in the Cooke Hall Office (Office of the School of Church Ministries), which is Cooke 101. Enter the building through the left-hand door under the Cooke Hall archway and the office is immediately on your right. The SSA Office is located on the lower level of Cooke Hall. Enter the left-hand door at the Cooke Hall archway and go down the stairs. Lessons and ensembles take place in Cooke classrooms or rehearsal halls; recitals take place in Heeren Recital Hall. Parents are invited to wait in the rehearsal rooms, the second-floor lobby between Heeren Recital Hall and Choral Rehearsal Hall, or the basement lobby. Please arrive before the end of the lesson to pick up your children and receive an update from the teacher. *Please note:* Small children may not wait alone outside the building.

Emergency School Closings

The SSA follows the Seminary's policy for emergency closings due to weather. The Seminary announces weather closings on its website (www.sbts.edu) and on the local media. In case of a prolonged weather emergency, School of the Arts contingency plans will be announced on the website.

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