



MET CENTER USE:  
 App. Type      T      Full  
 Begin Date      \_\_\_/\_\_\_/\_\_\_  
*Please complete and return entire Enrollment Form.*

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# ENROLLMENT APPLICATION

## Student Information: (A complete application must be completed on each student)

Student Name: \_\_\_\_\_ M / F \_\_\_ Age \_\_\_ Birthday \_\_\_/\_\_\_/\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Telephone \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_  
 Father \_\_\_\_\_ Phone \_\_\_\_\_ Work \_\_\_\_\_  
 Mother \_\_\_\_\_ Phone \_\_\_\_\_ Work \_\_\_\_\_  
 Other Guardian \_\_\_\_\_ Phone \_\_\_\_\_ Emergency # \_\_\_\_\_

STUDENT CODE:

Previous Music / Lessons Yes  No , (if yes how long \_\_\_\_\_)

Instrument(s) played \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

## Course Selections: (please indicate 1st class choice followed by two alternate choices for each class of interest)

Please note: If you do not see a course time listed that would best meet your schedule, list that time in the Alt. areas and the MET Center will contact you if that time becomes available.

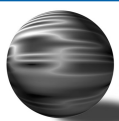
Class Name \_\_\_\_\_ Preferred Day/Time \_\_\_\_\_  
 Please indicate any special circumstances, such as other children in other MET Classes: \_\_\_\_\_  
 2nd Choice Day/Time \_\_\_\_\_  
 3rd Choice Day/Time \_\_\_\_\_

I /we have read the MET Policies on the Reverse side of this form and I/we understand and agree to the terms and conditions stated therein.  
 Student: \_\_\_\_\_ Date \_\_\_\_\_  
 Parent: \_\_\_\_\_ Date \_\_\_\_\_

MET CENTER USE: \_\_\_\_\_ Photo ID Made \_\_\_\_\_  
 Registration Fee: \_\_\_\_\_ Paid: \_\_\_\_\_  
 Tuition/Month: \_\_\_\_\_ Initial Payment: \_\_\_\_\_  
 Supply Fee: \_\_\_\_\_ Paid: \_\_\_\_\_

The MET Center accepts: MasterCard / Visa, Check & cash for payments of all fees and tuition.

**204 S. Main • Keller, TX 76248**  
**mailing: P.O. Box 1655 • Keller, TX 76244**  
**817-337-4900 • info@METHeller.com**



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*making a world of difference*

**Registration & Other Fees:**

**Registration:** A non-refundable fee is required from all students to be paid in full at the time of registration. The registration fee is **\$15.00 per new student**. For additional members of the same household this fee is **\$5.00 per student**.

**Supply Fees:** An exact supply fee will be determined for each class based on the needs of the student and class.

**Class Change Fee:** Students who initiate changes to class schedule on or before 72 hours prior to the beginning of the first regularly scheduled class, will be subject to a **\$5.00** transfer fee. Changes after this period, if available, will incur a **\$15.00** transfer fee.

**Tuition Payments (per semester):** A student invoice will be generated upon the receipt of the student Enrollment Application. This invoice will depict scheduled classes with teacher and time. Additionally, a total semester cost will be calculated. If the single payment option is selected, this payment is due not later than the first scheduled class. If the three (3) payment option is selected, the payments are due on the following dates: **Fall 2009** - 1st payment due August 10, 2009; 2nd payment due September 19, 2009; 3rd payment due October 31, 2009. **Spring 2010** - 1st payment due December 29, 2009; 2nd payment due February 13, 2010; 3rd payment due April 3, 2010. Payments not received by the due dates will be subject to a \$10.00 late fee.

PLEASE NOTE: STUDENTS WILL NOT BE ADMITTED INTO CLASS WHEN TUITION IS IN ARREARS.

**Single Payment Calculation:**

Single payment option is equal the sum of all classes in a given semester, which is 17 weeks times class tuition.  
(example: beginning piano 17 weeks X \$25.00 per class = \$425.00)

**Three (3) Payment Calculation:**

Payment is calculated by multiplying the number of lessons times tuition plus partial payment fee of \$3.33 each payment.  
(example: beginning piano (17 weeks x \$25.00 per class) ÷ 3 + \$3.33ea. = \$145.00)

This payment is due on or before the dates indicated in the Tuition Payments Section.

**Refund of Tuition (per semester):** The MET Center will refund 100% of the class tuition paid by the student if the MET Center cancels the course for which the student registered and cannot reschedule the student in a similar class. Additionally, the above will apply if the student withdraws prior to the date of the first scheduled class(es).

Students withdrawing from classes before the third regularly scheduled class will receive a pro-rated portion of the total tuition paid by the student and will be subject to a 20% withdraw charge. Those students who withdraw after the third regularly scheduled class will receive a pro-rated portion of the total tuition paid by the student and will be subject to a 50% withdraw charge.

**Enrollment Policy (per semester):** Acceptance and placement at The MET Center may require an interview and/or audition. The MET Center is available to students of all ages. The MET Center reserves the right to dismiss any student deemed non-compliant. Personal conferences with the student, teacher, parent and the MET Center Director will precede any dismissal decision(s).

**Class sizes are limited:** Students are enrolled on a first-come-first-served basis.

**MET CENTER INITIATED CLASS CANCELLATIONS:** In the event of inclement weather, which does not allow the MET Center to hold regularly scheduled classes, listen to WBAP 820 AM for School Closing information or call The MET Center at 817-337-4900. Classes postponed due to weather or cancelled by the MET Center will be rescheduled.

**Make-Up Lessons:** If a student misses a scheduled class(es) the MET Center is not obligated to make-up the missed scheduled class(es). However, a make-up lesson, if available, may be arranged in the following ways:

- 1) The teacher may allow the student to join another class that week.
- 2) The teacher and student can agree on another time, based on teacher's schedule.
- 3) If the entire class misses due to inclement weather a "make-up" day will be designated by the MET Center.

**MET Recital:** Students will be given the opportunity to perform at the MET Recital, which is typically held at the end of the semester. Each Director will inform the students as to the time and location of the recital as applicable to a particular class.