

Parent Commitment Policies

Registration Packets

Registration packets must be returned by the second rehearsal of the year: Monday, September 14. After October 5, families who have not returned their packets will be listed in the "Just-a-Note" newsletter (see below). In particular, we **must** have the health information forms in case a child has a medical problem during rehearsal. In past years, it has often taken several months to get vital information back to the NYSO office. We appreciate your prompt attention to this matter.

Weekly Communication Acknowledgement – "Just a Note" (NOTE change in policy)

Each week (usually on Tuesday), we send out the Just-a-Note newsletter by email, and also have some paper copies available at the Monday rehearsals. Students may pick up printed copies if email is not available to their family, either before or after rehearsal. Just-a-Note is our most effective method of communicating changes in the schedule, upcoming events and reminders. We are asking parents to **regularly** and **promptly** check their student's music folder and/or email account each week. **Families should regularly check their "junk" email, as our notices have occasionally been found there.**

Program Ad Book fundraising requirement: See Fundraisers and Obligations page.

Payment Policies

New starting this year (2009): Deposit Required – A \$100 *non-refundable* tuition down payment (for each student) is due by July 15, 2009 in order to hold each student's place in their ensemble. This amount will be deducted from the total ensemble fee that is due for each student. For all new families, this down payment is refundable in total up through the third rehearsal, after which time it will become non-refundable. This gives all new families an opportunity to try out NYSO to insure it is a good fit for their children. For those who audition after June, the \$100 down payment will be due at the time of acceptance into NYSO.

Payments or written and approved payment plans are due by October 5, 2009.

PLEASE INDICATE WHICH ENSEMBLE YOUR CHILD IS IN ON THE MEMO LINE ON YOUR CHECK, AND ALSO IF THE PAYMENT INCLUDES THE AD BOOK COMMITMENT.

From October 5 until November 2, a late fee of \$25.00 will be assessed. After November 2, the late fee will be \$50.00.

New this year: Refund Policy – If a student chooses to withdraw within four weeks of the first rehearsal, or gives notice that they plan to withdraw, a partial refund will be granted. After four weeks, a full commitment is expected of everyone, and no refunds will be granted.

If needed, send your request for a payment plan to Lisa Maxwell via email or letter in order to make semester or monthly payments. If a family has a financial hardship, as documented by the first two pages of your tax return, scholarship help is available. Scholarship applications must be submitted to Lisa before October 5 and will be kept confidential. Please contact her for a scholarship application form.

School Music Participation Policy

As outlined in the public school music program policy in your packet, all members of NYSO are expected to participate in their school music program.