



CODE	AMOUNT	BALANCE
CC Process Date	CK Deposit Date	CK#

245 East High Street  
Pottstown, PA 19464  
610-970-1199  
www.steelriver.org

## NEW PRIVATE LESSON FORM Winter and Spring Semesters 2017/18 FORM B

You **only** need to fill out this form if you are adding private lessons for the first time this school year. Please make sure to also include the FULL REGISTRATION FORM FOR NEW STUDENTS (Form A)  
One form per student.

Student Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Please send email to [education@steelriver.org](mailto:education@steelriver.org) to obtain a teacher and time slot assignment for your private lesson.**

**What will you be studying?** (if you are taking more than one lesson, list your lessons each on a separate line)

1. Length of lesson: (circle one) 30 min 45 min 1 hour Time Slot: \_\_\_\_\_ Instructor: \_\_\_\_\_
2. Length of lesson: (circle one) 30 min 45 min 1 hour Time Slot: \_\_\_\_\_ Instructor: \_\_\_\_\_
3. Length of lesson: (circle one) 30 min 45 min 1 hour Time Slot: \_\_\_\_\_ Instructor: \_\_\_\_\_
4. Length of lesson: (circle one) 30 min 45 min 1 hour Time Slot: \_\_\_\_\_ Instructor: \_\_\_\_\_

**IMPORTANT INFORMATION:**

- This form constitutes a contractual agreement to meet your instructor weekly at the designated time. By signing up for lessons you agree to the full list of private lesson policies as posted on our website. Please note that instructors set aside this time for you and must be paid even if you do not attend the lesson. Make ups may be scheduled with 48 hour notice, if an instructor is available for such a makeup, and should a makeup not be made before the end of the semester, that lesson’s fee is forfeited.
- New students may register at any time during the year depending on teacher availability. Students who enroll after the beginning of each semester pay prorated fees based on number of weeks (lessons) remaining in the semester. Payment for a full year receives a larger discount, but payments may be broken up into three semester payments.
- Lesson times cannot be reserved without full payment for the Drop-In or Semester unless automatic payment plan is in place for regular class fee deductions.
- Lessons automatically continue through the year and any student signing up for individual lessons is contracted for the full academic year unless otherwise noted on enrollment form.
- **Withdrawal from study must be made at least Two full week in advance of departure IN WRITING.**
- Students are encouraged NOT to miss a lesson. See full individual lesson policies at: [www.steelriver.org](http://www.steelriver.org).