Why participate

♫ Lessons on your school campus for convenience
♫ Prices are 30%+ cheaper than traditional external lessons – $15.95 each
♫ Structured curriculum achieves results for students!
♫ Both private and small group (2-5 students) options
♫ Exciting performance opportunities – helping build student confidence!
♫ Studies support wider learning benefits from instrumental music
  - Math and computers (University of California), English (University of Kansas study), fine motor skills (Harvard Medical School) and increases in overall IQ (University of Toronto)

FAQ

♫ Participating year levels: students of all school year levels can participate.
♫ Instruments: keyboard students are not required to bring any equipment to their lesson other than their PMI Stars workbook (your PMI teacher will supply all keyboards and textbooks for keyboard lessons). We suggest all students have access to an instrument to assist with practice. Instruments can be purchased new, used or rented from a store of your choice (see our website for details).
♫ Lesson length: lessons are 30 minutes*. Depending on logical student groupings, occasionally small group lessons have 2-3 students for 20 minutes* as the PMI teacher can cover the same material in less time.
* Exact lesson length will vary and includes time required to collect students from their classroom / students to arrive to the PMI lesson room.
♫ Location of lessons: on your school campus (with exact lesson room determined by your school).
♫ When lessons occur: weekly during the school term (excluding public holidays and pupil free days).
♫ Lesson timing: when your child is successfully added to our timetable, you will receive an email and SMS notification of when their lessons will commence (i.e. which week of school term and their lesson day). We do not normally publish lesson times because these are subject to regular change depending on school events. At select schools lessons occur outside of school hours and in these instances we proactively liaise with parents prior to lessons commencing to identify a suitable lesson time.
♫ Student attendance: for lessons during the school day, children will either be collected from their classroom by the PMI teacher or sent to the room where PMI music lessons are held (depending on school specific arrangements). For lessons outside of school hours, parents must supervise children until students enter the PMI lesson room and be waiting outside the lesson room to collect students at the completion of the PMI lesson.
♫ When and how you pay for lessons: upon receipt of an invoice which will be sent once your child has been successfully added to the timetable. Invoices are sent around the first week of each term. The various payment methods will be detailed on your invoice.
♫ Textbooks: program prescribed textbooks are required and automatically sent to your postal address once your child is added to the timetable (and the cost is included in your first invoice). See over the next page for details.
♫ Will my child miss important school subjects: our lessons are planned around your school's timetable to avoid clashes with specialist subjects where PMI are informed and where scheduling is feasible. We send timetables to your school in advance of lessons for their review.
♫ When we accept new students: enrolments can be submitted at any time. Successful students commence lessons in either week 3 or 5 in term 1 (and week 1 or 3 in terms 2-4) depending on when we receive your enrolment and subject to there being suitable available space in the program. Students typically start lessons within 1-2 terms of enrolling.

Enrolment

Please see enrolment form and Terms & Conditions over the next page

**Step 1** Complete Key Details

Parent name__________________________
Street address_______________________
Suburb______________________________
State________________ Post code________
Phone________________ Mobile_________
Email______________________________
  * Invoices will be emailed. If no email is provided there will be a $2.20 charge for each invoice/reminder posted to you.

Student full name____________________
Gender (M/F) _______ D.O.B. __/__/____
Grade and class____________ e.g. 12b, Gr5 Room 10, etc.
School name________________________
School suburb_______________________

**Step 2** Select Lesson Type

Mark "X" for selected lesson type (1 lesson type per instrument)

- Keyboard small group _____ ($15.95 per student, per lesson)
- Keyboard private* ______ ($32.95 per student, per lesson)

* If there is not immediately space available for private lessons, in the interim we will attempt to include your child in small group lessons. Please email us ASAP if this is not your preference.

**Step 3** Read Enrolment Terms & Conditions Below

**Step 4** Parent/Guardian Declaration

Declaration: "I wish to enrol my son/daughter in the Primary Music Institute (PMI) instrumental music program and ask that he/she be released from their normal school program for the duration of PMI lessons. I personally guarantee payment of all accounts for goods and services provided by PMI. I have read and agree to abide by the enrolment Terms & Conditions below."

Parent signature____________________
Date __/__/____

**Step 5** Return This Completed Form

Post to PMI – PO Box 128, Bondi Junction, NSW 2022
OR
Fax to PMI – 1300 764 674

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**Terms & Conditions**

- **Lesson cost per term:** the cost per term varies depending on the number of weeks in each term (e.g. a typical term is 10 weeks). There is a $1.00 discount per lesson if enrolling 3 or more children. Invoices will be emailed to you (and if no email is provided there will be a $2.20 charge for each invoice posted to you).

- **Textbooks:** cost $34.95 including both a textbook and PMI Stars workbook. Cost includes shipping and handling. Program prescribed textbooks are required and automatically sent to your postal address once your child is added to the timetable (and the cost is included in your first invoice).

- **Automatic re-enrolment:** from the time your child is first enrolled he/she is considered to be enrolled until a cancellation in writing is received (per our Cancellation Policy below). Re-enrolment is automatic from one term to the next including from one year to the next.

- **Cancellation policy:** if you wish your child to cease lessons, please ensure that a written cancellation notice is sent to our Parent Support team by email, post or fax two weeks prior to the start of term to avoid incurring the next term's full fees. Please do not send letters or messages regarding your child’s music tuition to your child’s school or PMI teacher. All correspondence is to be sent to our Parent Support team (per the contact details on this form). Our Cancellation Policy is also detailed on our website.

- **Missed lesson and make-up policy:** lessons missed due to non-attendance by students are not credited or refunded. Any lesson missed as a result of a school event or caused by PMI (e.g. PMI not conducting a lesson due to teacher illness) will have a make-up lesson provided in the same term and if this is not feasible then a lesson credit will be applied on your next term invoice.

- **Payment of fees:** fees for each term are due on the date shown on each invoice as the due date. Overdue accounts incur account administration fees on each occasion and are subject to collection by legal means.

- **Student supervision:** parents are responsible for the supervision of students participating in PMI lessons outside of school hours. This includes ensuring parents or guardians drop-off and collect students from the PMI lesson room.

- **Consent to photographs and videos:** PMI will occasionally use photographs and videos of students in promotional material including school newsletters, our website, social media and brochures. By signing this form you consent to PMI taking photographs and videos of your child and publishing such images. If you do not want your child's image being published please notify our Parent Support team by email, post or fax.

- **Privacy policy:** please view our website for our Privacy Policy or contact our Parent Support team for further details. To the extent allowed by the Privacy Act 1988 (Cth) and without further reference to you, by signing this form you consent to PMI disclosing information concerning the conduct of your account to a credit reporting agency and transferring personal information overseas to contractors engaged to assist with PMI's program.

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