

# Registration

## 1. Personal information

### Student

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Gender:

male       female       other

ZIP Code / City: \_\_\_\_\_

Street / house number: \_\_\_\_\_

### Legal guardian

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Address (if different): \_\_\_\_\_

Telephone / Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Organization / Unit: \_\_\_\_\_

Work / Duty phone: \_\_\_\_\_

Supervisor / Commander and phone number: \_\_\_\_\_

## 2. Desired lesson

### Basic Music Groups:

- Beginner music, from 1 1/2 years old (Group of 10)  
 Early musical education (4-6 years)       1st year student       2nd year student  
 Xylophone group       Large group lesson with recorder  
 Large group of rhythm       Children's choir

### Individual lessons and group lessons for Instruments

Instruments: \_\_\_\_\_

Duration of lessons:

- One-to-one lesson for 30 Min       One-to-one lesson for 45 Min  
 Group lesson 45 Min

### Ensemble / orchestra

- Ensemble \_\_\_\_\_  
 String orchestra       Young brass orchestra       Wind orchestra

### Instrumental Rentals

Do you need a loaner instrument?     Yes\*     No

(\*only after consultation with the music school management)

### **3. Class time, class location, Teacher**

Lessons at the music school are given based on a yearly contract. The school year begins on 1 September and goes until 31 August. Payments are charged to cover these 12 months, even for holiday breaks.

It is also possible during the school year at the beginning of each month to register for lessons, provided that there are spots available. The time and place of instruction as well as the instrument teacher are assigned by the music school. Parent wishes will also be taken into consideration. However, the music school reserves the right if necessary, to assign another teacher to the student in order to avoid overworking and underutilization. Changes can only be made at the end of a school year or school half-year. At these times the possibility to move a lesson time or location is also possible.

### **4. Tuition fees**

The amount of the tuition fees is set by the music school and is part of the registration contract. Regarding cases for missed or canceled lessons are decided by the music school.

### **5. Confirmation of registration**

You will receive a written confirmation of registration from the music school. With that the lesson contract comes legal.

### **6. Re-registration/ Cancellation**

A written response is required for the upcoming school year, which must be received no later than July 01 at the Music School. Otherwise, the current teaching contract for music lessons ends on 31.08.2022 for this school year.

### **7. Termination due to move outside of catchment area of the music school**

If the student moves in the summer (June, July), the fees for the remainder of the school year are still required to be paid (until August 31). If the student moves at another point in the school year, the fees for the month of the move and the following month are due. Information on proper cancellation notification is found in section 8.

### **8. Privacy**

In order to carry out this contract, the music school processes the student's personal data and / or that of the custodian. Contact details (address, telephone, possibly e-mail address) will be sent to the responsible person and passed on to the teacher. Bank details are sent to the music school's house bank for the purpose of collecting fees. You have the right to get information about the stored data...

The music school has the right to make decisions about the information of stored data, correction of incorrect data and deletion of no longer required data, the right to restrict processing and data transfer, and the right upon objection and complaint. The full data protection declaration can be found on page 3 of this Registration.

### **9. Cancellation**

You can submit your contract declaration within 14 days of your last desired lesson in writing (e.g. letter, fax, E-mail). The period begins with the conclusion of the contract through the acceptance of your registration by the music school. The timely dispatch of the cancellation letter is necessary to meet the cancellation deadline. The cancellation letter must be sent to:

Musikschule Vierstädtedreieck  
Wollauer Straße 22, 92690 Pressath

Telephone: 09644/91990  
E-mail: info@musikschule-vierstaedtedreieck.de

In the event of an effective cancellation, the entire contract must be cancelled. Benefits received on both sides are to be granted back. If you cannot return the received service in whole or in part, you have to compensate us for the value if necessary. Nevertheless, you must fulfill payment obligations for the period up to the cancellation. Obligations to refunds of payments must be made within 30 days. The period begins for you when you send your declaration of cancellation and we have acknowledged/agreed upon the receipt.

**I hereby register myself /my child as a binding student at the Musikschule Vierstädtedreieck e.V. I have read the current school regulations and fee regulations of the music school and have taken note of and acknowledge them.**

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**City, Date**

**Signature**

## Data protection

The music school possesses the last name, first name and date of birth of the students, as well as the Contact details (address and telephone number, email address) and the bank details that you gave us at registration. These data are necessary for the implementation of the lesson and the communication with you.

We provide the names of the students and their contact details (address, email and telephone number) to the responsible teacher. At the end of the lesson, the personal data is deleted, unless they have to be kept in accordance with tax law requirements.

Necessary personal data are used for the purpose of soliciting grants and are transmitted to the authorities of the Association of Bavarian Singing and Music Schools e. V. Other transmission to third parties or use for advertising purposes is excluded.

You have the right to receive information about the data we have stored and to have it corrected, to request incorrect data or data that is no longer required be deleted. You also have the right to Data portability and complaint. Please direct questions and claims to our email address:

[info@musikschule-vierstaedtedreieck.de](mailto:info@musikschule-vierstaedtedreieck.de)

or write to our postal address

Musikschule Vierstädtedreieck e.V., Wollauer Straße 22, 92690 Pressath.

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**City, Date**

**Signature**

## Issue of a SEPA core direct debite mandate for the following bank details

I hereby revocably authorize the Vierstädtedreieck e.V. to withdraw tuition fees from my / our account when due:

Account holder (first and last name)\*:

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Address (if different from the legal guardian):

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IBAN\*:

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BIC: (not applicable for domestic banks)

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Bank\*:

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**SEPA direct debite mandate:**

Creditor or identification number: DE79ZZZ00000150934

Mandate reference: - is given by the music school

The direct debit authorization makes it easier for you and us to process tuition fees.

Note: You can request the reimbursement within eight weeks from the debit date of the debited amount. The conditions agreed with your bank apply.

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City, Date

Signature / s of account holder

## Declaration of consent for photo, sound and video recordings

As a public institution, the music school is dependent on public display and advertising. We therefore ask you for the following consent:

I agree that the Musikschule Vierstädtedreieck e.V. made photos, sound or video recordings of myself or of my child:

- ☆ can appear on the homepage and on the social media channels of the Musikschule Vierstädtedreieck e.V., as well as published further in links to photo and video portals assigned to the music school
- ☆ also be used for further and future purposes, such as the creation of print publications and electronic media (e. g. advertising materials, reports, presentations, posters, sliders)
- ☆ be passed on to external this parties in the sense of the Musikschule Vierstädtedreieck e. V. (this applies for passing on to journalists and editorial offices.)
- ☆ can be stored electronically at a central location.

The declaration of consent is valid from the date of signature. Unless the consent is revoked it is valid indefinitely.

A general deletion of the published photo, sound or video recordings from the Internet can not be guaranteed since. e.g. search engines have included the material in their index or other websites may have copied the material.

### Personal Information:

Name of student \_\_\_\_\_

Date of birth \_\_\_\_\_

E-mail address (Legal guardian) \_\_\_\_\_

E-mail address of adult student \_\_\_\_\_

City and date \_\_\_\_\_

for students **under 18 years of age:**

\_\_\_\_\_  
Signature of legal guardian

for students **18 years of age:**

\_\_\_\_\_  
Signature of the student