

**General**

The teaching year is the same as the academic year, including holidays at primary schools in the central Netherlands region.

The teaching year ends at the end of the 1<sup>st</sup> week of the summer holiday.

No lessons will take place during school holidays and on public holidays, except for catch-up lessons.

**Registration**

Registration is possible by submitting a completely filled in registration form to:

Muziekschool OOST  
Zilvervosstraat 6  
4105 VS Culemborg

The registration form can also be sent by email to [info@muziekschooloost.nl](mailto:info@muziekschooloost.nl).

Lessons can be signed up for throughout the entire teaching year. Students up to the age of 18 must be registered by their parents or guardians. By registering you declare that you agree to these general terms and conditions. Any changes to personal details must be communicated to the teacher in writing at the earliest opportunity.

**Placement**

After the registration form has been received, the student or their parents or guardians will be contacted with regard to placement. Lessons take place at the teaching location on days and times determined on the basis of mutual consultation.

Students who have been taught during the previous teaching year will be placed first in order to guarantee the continuity of their training. The other registrations will be processed on a first come, first served basis. Students who cannot be placed at the start of the teaching year will be contacted and, following consultation, their registration will be cancelled or the student will be placed on a waiting list. The students will then be placed on the waiting list in order of sequence.

After placement a student will be regarded as being registered. At the end of the current teaching year students will be offered a new registration form to register for the next teaching year. Students who wish to continue their training must then complete the registration form, sign it and submit it to Muziekschool OOST before the end of the teaching year. Once a student has been placed, the tuition fee is and will continue to be payable until the moment at which the student is no longer registered.

**Deregistration**

Students will be - automatically - deregistered at the end of the teaching year. A student can be deregistered during the teaching year on the basis of a notice period of 6 lessons (irrespective of the frequency and duration of the lessons).

Deregistration will take place in writing (letter/ email).

Receipt of the deregistration will be confirmed in writing (by email). The deregistration will be regarded as cancellation of the agreement.

**Instrument, teaching materials/teaching resources**

Unless agreed otherwise, students must themselves ensure that they have their own instruments or required software. The costs for teaching materials and teaching resources are for the student's account. The teacher does not bear any responsibility for loss, theft, or damage to the student's personal possessions during the lessons, or while travelling to and from the lessons.

**Trial lesson**

New students may be invited to an introductory meeting with the teacher to see whether they are a good match. Before they are definitively placed, new students can attend a trial lesson. One trial lesson lasts 30 minutes. The trial lesson is free of charge and entirely non-binding.

**Lessons and lesson duration**

The day and time of the lessons will be determined in consultation when the student is placed. The lessons will last 30 or 45 minutes per lesson (or multiples thereof). It is also possible to have a lesson once every two weeks, but then it is preferable for the lessons to last 45 minutes. Duo lessons will last at least 45 minutes.

The days and times of lessons can only be changed in consultation - after a written request - and within reasonable limits. Any changes will come into effect as soon as possible.

The annual schedule will be drawn up at the start of the teaching season (September). This annual schedule will be used as a basis to calculate the payable tuition fee for the teaching year in question. When the student cancels the agreement during the academic year, a final calculation will be made.

If a student does not arrive or attend at the agreed time, the entitlement to that lesson will lapse, including after cancellation. If the student is absent, the teacher must be informed accordingly. If the student is absent, the tuition fee will not be refunded. Only in exceptional instances can an arrangement be made, on request, concerning restitution of the tuition fee or catching up lessons in the event of long-term absence of a student (longer than 4 consecutive weeks).

**Absence of the teacher**

Lessons which are cancelled as a consequence of unforeseen circumstances and/or other valid reasons will, as a rule, not be replaced or caught up on. The teacher will try to ensure the continuity of lessons as much as possible and catch up on missed lessons.

If more than two lessons are missed in the teaching year, an attempt will be made to find another time at which the lesson(s) can be caught up on, or a replacement teacher. If this is impossible, the tuition fee will be refunded or settled against a subsequent invoice (with the exception of the above-mentioned two lessons).

In the event of force majeure which makes physical lessons impossible, the teacher and student will revert to the tried and tested alternative of digital lessons. The music school will provide information on when this will be done. Digital lessons will take place via Skype or another suitable medium. The lessons will take place in accordance with the timetable.

**Tuition fee and payment of the lessons**

The tuition fee for the teaching year in question will be referred to as such on the registration form. Notification of a change to the tuition fee will be given no later than before 15 June of the new teaching year.

The placement of a student will result in a payment obligation in terms of the tuition fee. After the placement an authorisation form will be sent out asking for permission for the payable tuition fee for the teaching year in question to be paid via a continuous direct debit. The tuition fee will be deducted on a monthly basis over a period of 11 months (September to July). The direct debits will be carried out on approximately the 25th of the month. When the student cancels the agreement during the academic year, a final calculation will be made.

If you prefer to do so, the tuition fee can be paid in two instalments. Please indicate this at the bottom of the registration form or send a request to [info@muziekschooloost.nl](mailto:info@muziekschooloost.nl). You will then receive a single invoice after the summer holiday for the period up to the Christmas holiday and a single invoice after Christmas holiday for the period up to the summer holiday.

If the tuition fee is not paid after a payment reminder and demand, a collection agency will be engaged to collect late payments. Any collection costs incurred will be for the party which is responsible for paying the tuition fee.

If the payment obligation is not complied with, or is not complied with on time, the school reserves the right not to give the student any more lessons until the moment at which the amount which is then outstanding (the original invoice amount plus the collection costs) has been paid in full. It will only be possible to catch up on these lessons in consultation with the teacher and only insofar as that is possible in the same teaching year. The tuition fee for lessons which have not taken place

for this reason will not be refunded. The right to set off the tuition fee for the lessons which have not taken place for this reason with other tuition fee amounts which are/will be payable is waived.

New students will be charged with a one-time registration fee of €15,-.

**VAT levy for adults**

In the case of adults aged 21 and over, 21% VAT will be charged on the tuition fee. Students who reach the age of 21 during the course year (1 August to 31 July) can complete the teaching year without VAT being charged on the tuition fee. Changes to the Turnover Tax Act [Wet op de omzetbelasting] will be included in the tuition fee calculation.

The original Dutch text of these General Terms and Conditions shall prevail over versions published in any other language.

**(RE-)REGISTRATION FORM FOR 2022 - 2023****TUITION FEES PER PERSON PER LESSON**

	Students aged up to 21	Students aged 21 and over (incl. 21% VAT)*
30 minutes private tuition	€ 24.50	€ 29.65
45 minutes private tuition	€ 36.75	€ 44.47
45 minutes in twos (price per person)	€ 24.50	€ 29.65
45 minutes group lesson	€ 13.50	€ 16.34
60 minutes group lesson	€ 17.00	€ 20.57

\*Students aged up to 21 are exempt from VAT.

**STUDENT DETAILS**

Surname	
First name	
Date of birth	
Address	
Postcode	
Place of residence	
Telephone number 1	
Telephone number 2	
Mobile telephone	
Email address	

**WISHES TO REGISTER FOR THE FOLLOWING LESSON:**

Instrument

Teacher

**TYPE OF LESSON:**

- 1 x 30 minute private lesson per week
- 1 x 45 minute duo lesson
- 1 x 60 minute group lesson per week

- 1 x 45 minute private lesson per week
- 1 x 45 minute private lesson per 2 week
- Other

**PAYMENT DETAILS**

Surname	
Initials	
Address	
Postcode	
Place of residence	
IBAN number	
<b>Please fill in if different from student details:</b>	
Telephone number	
Mobile telephone	
Email address	

**PAYMENT METHOD:**

- Direct debit  
 Invoice twice a year

The undersigned declares that s/he is aware of, and agrees to, the enclosed general terms and conditions and consents to payment of the applicable tuition fee.

Date:

Signature:

(signature of party responsible for paying the tuition fee if the student is underage)

**PLEASE SEND TO:**

Muziekschool OOST  
Zilvervosstraat 6  
4105 VS Culemborg  
or submit by email to [info@muziekschooloost.nl](mailto:info@muziekschooloost.nl)