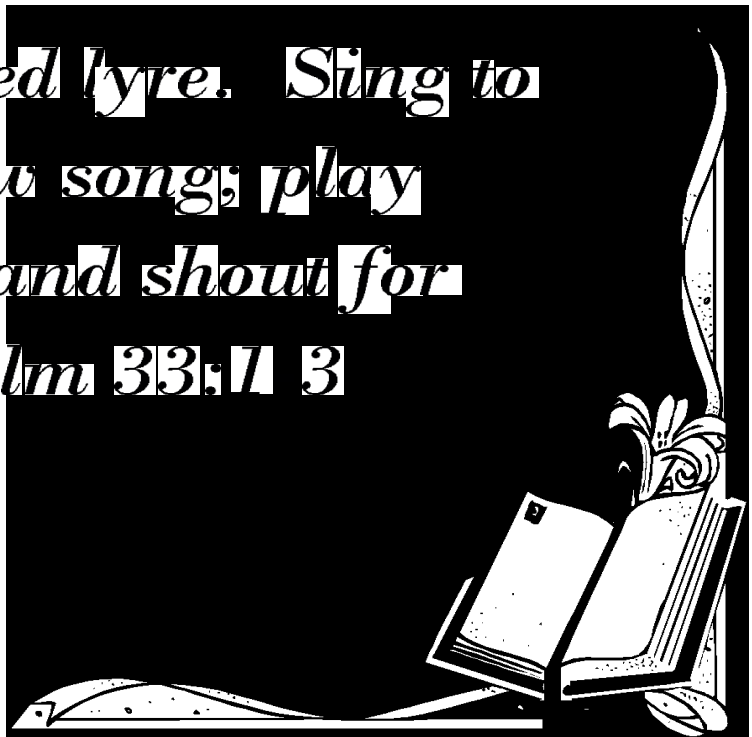




*Sing joyfully to the Lord, you righteous; it is fitting for the upright to praise Him. Praise the Lord with the Harp; make music to Him on the ten-stringed lyre. Sing to Him a new song; play skilfully and shout for joy." Psalm 33:1-3*



# **Welcome to the First Baptist School of Music**

The First Baptist Church of Bradenton has had a long tradition of musical excellence. We continually strive to give God our best as we sing and play for Him in our Worship Services and in our special productions. Our School of Music provides a wonderful opportunity to develop those special musical talents that come from our Heavenly Father.

Our school is staffed by Christian instructors who are qualified and competent in their individual areas of expertise. We are here to help you develop your talents for your own personal satisfaction and to the Glory of God.



**Jimmie Vann**  
**Minister of Music**  
**School Administrator**



**Bonnie Lane**  
**Music Assistant**

The staff of the First Baptist Church Music Ministry hope you will enjoy your study of music here at the School of Music. We are thankful for the privilege of serving you. It is our prayer and desire to see you develop your God-given talents in the best Christian environment. If there is anything we can do to help make your experience with us a better one, please let us know.

# Student Policy & Guidelines

## Registration

- Brochures will be sent out to returning students prior to the start of the Fall Term notifying them of the school's upcoming schedule and registration deadlines. The brochure contains a registration form which all students, both new and returning, must complete to enroll in that year's classes. The registration form and a nonrefundable registration fee of \$20 per family must be received by the music office before the registration deadline. Lesson times will be assigned each student upon receipt of the registration form and fee.
- Enrollment is for an entire term. We do not provide lessons on a weekly or monthly basis.
- Students and parents may have the opportunity to meet with their instructor prior to the first lesson. This will allow you the chance to discuss any previous instruction, goals, or concerns with your instructor. If you would like an appointment prior to your first lesson, please call the school administrator.
- It is not necessary for continuing students to fill out another registration form for the second term (January - May). However, please notify the administrator of any changes in your address and phone number.

## Tuition

Our goal is to provide the best-qualified instructors for our students. Our faculty must be compensated whether or not the student attends his/her lessons. This helps us to retain long-term qualified instructors.

Tuition is charged on a semester basis and due in advance of the lessons. Payment may be made in full at the start of each semester, in two equal installments (at the start of the semester with the remainder due at mid-term), or in equal monthly installments. Monthly payments are due the first week of each month. Any other payment plan must be preapproved by the School Administrator.

Tuition must be paid in advance of the lesson by cash or check. (We are not set up to accept credit cards.) **Make checks payable to First Baptist Church** and write 'SOM\*' in the memo portion of your check along with the student's name. Payments may be done in person at the School of Music between the hours of 8:30 \* 5:00, Monday \* Friday. If paying by mail, send the payment to: **School of Music; First Baptist Church; 1306 Manatee Ave. W.; Bradenton, FL 34205**. Do not send cash through the mail or payments through the church offering plates.

In the event we have any checks returned for insufficient funds, the payment will be considered late and bank fees incurred by FBC will be charged to your account.

### **Continuing/Discontinuing Lessons**

Continuing students will be notified by the school when to register for the following term and will have a preference for lesson times. Keep in mind that our faculty is not obligated to keep an opening for students if they decide to take a term off. To enroll again, students should contact the school when they wish to return for lessons and should be flexible to the times and days available.

If a student needs to discontinue his or her lessons at any time during the term, **no refund or credit** will be given. However, extenuating circumstances will be considered.

### **Instruments, Books & Other Materials**

All instrumentalists are expected to provide their own instruments. Books and other materials are also the students\* responsibility. Your instructor will advise you on where to purchase the necessary materials for your lessons. Making copies of music in lieu of purchasing a book violates copyright laws and is not condoned by the School of Music. Any such copies made is the legal responsibility of the instructor and student.

### **Absentees & Make Up Lessons**

Since we see each student only once a week, attendance at **every lesson** is extremely important. Only lessons missed for illness, death in the family or in the event of an emergency will be considered excused. We will strive to reschedule excused absences at a time/day convenient to both the student and teacher.

- There will be no refunds or credits for students unable to attend a lesson.
- Excused absences may be rescheduled at a later approved day/time.
- One missed lesson may be scheduled during make-up week at no additional cost.

### **Tardiness**

It is very important to be on time for your lessons. If you are late for a lesson, you will only get the remaining portion of your allotted time. Because students are scheduled every 30 minutes, we cannot extend time slots for a student who is late for his/her lesson.

If you are early for your lesson, please wait in the library/waiting area until your exact lesson time.

### **Practice Time**

Your practice time is very important! Your progress depends greatly on the amount of time you are able to put in at home. If you do not practice between lessons your progress will be significantly slower and a waste of your time and money. Repeat offenders will be dropped from the role at the discretion of the instructor.

### **Recital**

The staff and instructors of the School of Music strive to train all students to glorify God and serve in their churches. One way to evaluate their progress is to have the students perform in our annual recital. All students, whether seasoned performers or beginners, are encouraged and expected to participate in the spring recital. This is a wonderful way for you to share your progress with friends and family.

### **Parents & Family Members**

Family members and students that arrive early may wait in the lobby area outside the training rooms on the main floor. We encourage you to become a member of our library and take advantage of the many items available to you. The main library is on the second floor. You do not need to be a church member to use the library.

Please do not allow children to run through the hallways or on the staircases. It is distracting to the church office staff and disrupts the other lessons taking place. Traffic on the second floor is clearly heard in the first floor classrooms.

\*The School of Music enrolls students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to families at the school. The School of Music does not discriminate on The basis of race, color, or national and ethnic origin in administration of its policies.\*