



The Manitoba Conservatory of Music & Arts

Group Class Registration Form

REGISTRATION POLICIES

Payment:

Registrations will not be finalized until payment is received. Complete payment for the class must be made in advance, in full. It is solely your responsibility to ensure that payments are made.

Absenteeism:

No refunds will be issued for classes missed by the student.

Withdrawal Policy:

Non-attendance does not constitute notice of withdrawal.

Refunds:

Our registration deadline is one week prior to the class starting date. Refunds will only be issued if a student withdraws prior to the registration deadline. A \$25.00 administration fee will be withheld.

HOW TO REGISTER

Mail registration form to the
 Manitoba Conservatory of Music and Arts,
 105-211 Bannatyne Avenue, Winnipeg, MB, R3B 3P2
 Applications may also be faxed to (204) 947-3853
 or e-mailed to info@mcma.ca.

Please note: if faxing or e-mailing application,
 please include a valid VISA/MASTERCARD number and
 expiry date.

STUDENT INFORMATION	
Student Name	Parent/Guardian Name (if student is under 18 years of age)
Address	
Home Phone	Work Phone
E-mail address	
CLASS INFORMATION	
Class Name	Class Fee
PAYMENT INFORMATION	
Method of Payment	
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Interac <input type="checkbox"/> Cash <input type="checkbox"/> Cheque (Payable to MCMA)	
Credit Card Number	Expiry Date Signature
Fee payment must accompany registration. Refunds will only be offered for withdrawals up to one week before start date (a \$25 administration fee will be withheld). No refunds will be granted after this point. Classes are dependent upon minimum enrollment.	
Office Use Only: Acct. Code _____ Date _____ Receipt _____	