

Tuition Fee Regulations
of the *Musikschule für den Kreis Gütersloh e.V.*
- effective from 01/02/2019 -

Rule 1
Tuition fees

The tuition fees of classes offered by the music school are calculated annually in accordance with private law and include school vacations and public holidays observed in the state of North Rhine Westphalia (NRW); these fees are divided into monthly instalments (see Rule 3), according to the following rates:

Type of teaching session	Session duration (per week)	Tuition fees per academic year	Monthly rate
1. Elementary teaching			
Musikkäfer (for children above 1½ years) / Musikmäuse	45/50* minutes	306 €	25.50 €
Musikzwerge / Musikriesen	45/50* minutes	306 €	25.50 €
Musikdetektive	45/50* minutes	306 €	25.50 €
JEKISS	45/50* minutes	72 €	6.00 €
* according to size of groups			

2. Instrument teaching			
Instrument course	30/45/60 minutes	354 €	29.50 €

The duration of teaching sessions depends on the number of participants and the description of the course. Instrument courses include basic courses, trial courses and the *Instrumentenkarussell* (carousel of instruments).

Individual teaching	30 minutes	834.00 €	69.50 €
Individual teaching	45 minutes	1,206.00 €	100.50 €
Group teaching			
Group teaching (2 students)	30 minutes	474,00 €	39,50 €
Group teaching (2 students)	45 minutes	642,00 €	53,50 €
Group teaching (3 students)	45 minutes	474,00 €	39,50 €
Group teaching (3 students)	60 minutes	618,00 €	51,50 €
Group teaching (4+ students)	45 minutes	354,00 €	29,50 €
Group teaching (4+ students)	60 minutes	474,00 €	39,50 €
Group teaching in class groups	45 minutes	Fees depend on class size and are available on request	
Combined teaching			
Combined teaching for beginners (3 students)		636,00 €	53,00 €
Combined teaching (2 students)		966,00 €	80,50 €
Combined teaching (3-4 students)		804,00 €	67,00 €

Combined teaching in pairs offers an alternative to group classes and individual classes, with 30 minutes of group teaching per week and 30 minutes of individual teaching per fortnight for each student. Combined teaching in groups of 3 or 4 students consists of 45 minutes of weekly group teaching and 30 minutes of individual teaching once every 3-4 weeks for each student. Combined teaching for beginners combines 20 minutes of group teaching per week with 20 minutes of individual teaching per week for each student.

Flexible teaching arrangements, such as fortnightly classes, can be made on request.

3. Supplementary subjects

No fees are collected for classes in the supplementary subjects listed below for students attending the instrument or vocal classes offered by the music school. Participants in the supplementary classes who are not enrolled in instrument or vocal music classes must pay the following fees (school management may award exemptions):

Choir, orchestra, music groups, big/pop band, etc.	variable	36 €	3.00 €
Theory classes	45 / 60 minutes	348 €	29,00 €

4. Art

Art classes are taught in groups and last for 90 minutes. The course fees are 258 € per academic year (21.50 € per month) including the cost of materials.



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5. Tuition fee surcharge ('surcharge for adults')

The tuition fees stated under items 1-4 apply to high-school-aged children, students, apprenticeship holders, persons serving compulsory military service / civil service, and unemployed persons upon yearly submission of a certificate. Tuition fees paid for previous years cannot be reimbursed retroactively. The tuition rates are increased by 20% for all other persons who enrol in classes.

Rule 2 Instrument rentals

1. A monthly rental fee of 10.00 € is charged for hired instruments. Any partially begun month must be paid in full.
2. Depending on the instrument, the hiring period ranges from 6 months to a maximum of 18 months; this can be extended if necessary.
3. The borrower is liable for any damage and loss of the instrument.

Rule 3 Obligation of payment and due date

1. The enrolled persons or, in the case of minors, their legal representatives carry the obligation to make any applicable payments.
2. Tuition fees and instrument rentals are charged as a single annual amount paid over a period of 12 months. Payments must be made via the monthly direct debiting system and are due on the 10th of each month. In the event of termination within the academic year on the indicated dates of termination (Rule 10), the tuition fees are charged *pro rata*.

Rule 4 Discounts for family members or multiple enrolments

In the case of multiple enrolments from within the same family, the following discounts are applied to the tuition fees of every teaching contract after the first:

1. 10% discount per contract for two teaching contracts.
2. 15% discount per contract for three teaching contracts.
3. 20% discount per contract for four teaching contracts.
4. 25% discount per contract for five or more teaching contracts.

The ensemble supplementary subjects (orchestra, choir, music groups, etc.) are excluded from the discounts listed under items 1-4.

Rule 5 Social subsidies

The persons who carry the obligation of payment can apply for social subsidies, which are awarded as a function of income. Applications must be made within two months to be approved. More information about this application process is available from the music school office.

Rule 6 Other discounts

1. If the number of students in group teaching decreases due to cancellation by one or more students **and** the remaining students cannot be combined with other groups with equivalent tuition fees, the tuition fees of the remaining students will not be increased until the end of the current academic half-year.
2. School management may award discounts on the tuition fees of uncommon instruments needed for the ensemble activities offered by the music school.
3. Music school employees who enrol in classes receive a 25% discount on tuition fees.
4. Students who are deemed to deserve special support by the schoolmaster and one instrument teacher can be awarded a discount upon written application, if a discount cannot be awarded under Rule 5. More information about this application process is available from the music school office.

Rule 7 Cancellation of classes

1. Classes are not held during school vacation or public holidays in NRW. This does not affect the obligation of payment (see Rule 1).
2. If classes are cancelled due to reasons which fall under the responsibility of the teaching staff **and** it is not possible to organise a catch-up class or find a substitute within a reasonable period of time, tuition fees will be reimbursed at the end of the academic half-year from the second consecutively cancelled class onwards, without requiring application.
3. If classes are cancelled due to operational reasons which fall under the responsibility the music school, the corresponding tuition fees will be reimbursed at the end of the academic half-year, without requiring application.
4. If classes are cancelled due to reasons which fall under the responsibility of the student, the obligation of payment remains unaffected.
5. If a participant is prevented from attending classes for more than two weeks due to illness or other verifiable reasons, tuition fees will be reimbursed from the second missed class onwards upon submission of an application. In the case of illness and medical treatment, a medical certificate must be enclosed.
6. As a general rule, no reimbursements are made for cancelled ensemble classes.

Rule 8 Commencement of classes

Classes commence on the 1st of August and 1st of February of every year. The school management may make exceptions to this.

Rule 9 Trial period

The first four teaching sessions of elementary and instrument courses are regarded as a trial period. One month of tuition fees is due if the student decides to terminate the classes within the trial period (see Rule 10.2). Trial periods are not available for half-year courses.

Rule 10 Termination

1. Teaching contracts can be terminated in writing effective on the 31/07 or 31/01 of any year. The letter of termination must reach the music school by the 30/04 or the 31/10 of the year.
2. Any termination within the trial period must reach the music school in writing no later than one week after the fourth teaching session.
3. Rule 9 and consequently Rule 10.2 are not applicable to half-year courses.
4. Teaching contracts can also be terminated within an academic half-year in the event of transfer from the district of Gütersloh or medically certified prolonged illness:
 - a. Date of termination in transfers: at the end of the month before the transfer. The period of notice is four weeks before the end of the month preceding the transfer. If a transfer takes place during summer vacation, the termination is not effective until the end of the music school academic year, since summer vacation is taken into account proportionally by the tuition fee structure.
 - b. Date of termination in the case of prolonged illness: at the end of the month following certified beginning of illness.

Rule 11 Changes in session type or duration

The session type or duration (individual/group/class teaching lasting a certain length in minutes) can be changed by the music school after consulting with the student, or with the parent or the legal guardian in the case of minors. If the student, or the parent or the legal guardian in the case of minors, objects to these changes, the teaching contract may be terminated by either party with a period of notice of two weeks before the end of the month preceding the month in which the change in the contract is expected to become effective.

Rule 12 Place of performance

The place of performance and the court of jurisdiction is Gütersloh.