

*Excellence in the Arts*



**ST MARY'S**  
**Catholic College**

## **ST MARY'S CATHOLIC COLLEGE INSTRUMENTAL MUSIC**

### **BURSARY APPLICATION**

Dear Parent/Guardian,

St Mary's Catholic College is offering Instrumental Music Bursaries on voice and all orchestral instruments to students in years 7-11. The bursary will cover your child's instrumental tuition and rental for the duration of one year. These bursaries are a high honour and are only given to students who are courteous, hardworking and committed to the St Mary's Music Program.

There are a limited number of bursaries available and the places are highly contested. Bursary recipients are expected to be an example for other St Mary's Catholic College students and for the community as a whole. Bursaries run for the duration of one year and students are encouraged to re-apply for a new bursary at the conclusion of each year. Bursary renewal applications are available from the Instrumental Music Department.

### **TERMS & CONDITIONS OF BURSARY**

Students will receive lessons on a yearly basis. Students must be attending St Mary's Catholic College, in Years 7, 8, 9 or 10 and enrolled in a classroom music subject. On recommendation of the Teacher, the student will be expected to join at least one school ensemble. There is a bursary levy that you will be expected to pay totalling \$60.00 per term.

If there is a cause to reassess the bursary during the school year, they will be reviewed subject to the following criteria:

1. Student practises courteous and respectful behaviour in all aspects of their studies
2. Enrolment in classroom music
3. Commitment to music lessons (80% lesson attendance)
4. Commitment to ensemble (if applicable) with 80% attendance
5. Reasonable advancement on instrument indicating regular home practice

Students are required to sign and return the commitment agreement, which outlines their obligations.



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### **BURSARY APPLICATION (CONTINUED)**

If the conditions above are not satisfactorily met, the bursary will be revoked. Students will be welcome to continue participating in the program as full paying students. The review will be conducted by the student's Teacher, the Instrumental Music Coordinator, and the classroom Teacher (if applicable).

On receipt of your application form we will advise you of the outcome of your application.

If you would like further information please do not hesitate to contact us. We look forward to working with you.

Yours Sincerely,

**JOANNE WRIGHT**  
**Instrumental Music Coordinator**



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## ST MARY'S CATHOLIC COLLEGE INSTRUMENTAL MUSIC

### BURSARY ENROLMENT FORM

Student Surname: \_\_\_\_\_ Year level: \_\_\_\_\_

Student first name: \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

School: \_\_\_\_\_ Instrument: \_\_\_\_\_

Instrument hire: Yes ☐ No ☐ N/A ☐ Lesson type: Group  
(Not applicable for guitar, piano or voice)

Past instrumental experience (Instrument/number of years): \_\_\_\_\_

#### FAMILY DETAILS:

##### Parent/ guardian/ caregiver #1:

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Home Ph: \_\_\_\_\_

Work Ph: \_\_\_\_\_

Mob: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Current staff member at SMCC?: Y ☐ N ☐

##### Parent/ guardian/ caregiver # 2:

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Home Ph: \_\_\_\_\_

Work Ph: \_\_\_\_\_

Mob: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Current staff member at SMCC?: Y ☐ N ☐



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## ST MARY'S CATHOLIC COLLEGE INSTRUMENTAL MUSIC

### BURSARY ENROLMENT FORM (CONTINUED)

Please indicate if you would like your child to enrol in a school ensemble. Your child may participate in any number of ensembles at the discretion of the Teacher.

Yes / No      Secondary School Ensembles: (Choir, Concert Band, String Orchestra)

Note: Participation in a Secondary Ensemble will require the purchase of the school's music uniform for performances.

All money is payable to St Mary's Catholic College. Do not give payments to Music Teachers or your School Office as they cannot accept.

**I accept the Terms and Conditions of the St Mary's Catholic College Instrumental Music Program. I give St Mary's permission to obtain updated address and contact information from my child's school for billing and communication purposes.**

Name of Parent/Guardian: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

#### OFFICE USE ONLY

Ensemble:      YES / NO

Invoice issued:      YES / NO

Instrument Hire: YES / NO

Teacher: \_\_\_\_\_



**ST MARY'S**  
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## ST MARY'S CATHOLIC COLLEGE INSTRUMENTAL MUSIC PROGRAM

### LESSONS- COMMITMENT AGREEMENT

I, \_\_\_\_\_ agree to;  
(First Name + Surname)

#### Attendance:

- Students are to attend the timetabled lesson each week on time and for the full duration.

#### Missed lessons:

- An explanation for any missed lessons is expected to be emailed to the instrumental music teacher. In the case of foreseen inability to attend lessons (for example, school examinations or assessments), several days of prior notice to the instrumental music teacher may enable the lesson to be rescheduled to a more suitable time.

#### Practice:

- Students must always work at 100% of their ability.
- Pieces are expected to be practised at home.
- Instruments, music and Practice Diaries are to be brought to lessons each week.

#### Conduct:

- Students must not share instruments/mouthpieces/reeds or other accessories.
- Students must always treat the teacher and fellow members of the group with courtesy and respect, following direction and instruction.
- Students using instruments provided by the school are expected to look after/take care of them and may be asked by their teacher to sit out of a class if they are not doing so.
- Students participating in group lessons are expected to work on the material/songs provided by the teacher and continue to practise on their own as the teacher assists other students in the group.

#### Expectations:

- If you are invited to join an Ensemble group for your particular instrument, there is an expectation that the student will join this group.

Any serious cases of students breaking school rules will result in automatic exclusion from the ensemble and appropriate disciplinary action within the College process.

Signed: \_\_\_\_\_  
(Student signature)

Signed: \_\_\_\_\_  
(Parent/guardian signature)

Pastoral group: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



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## ST MARY'S CATHOLIC COLLEGE INSTRUMENTAL MUSIC

### INSTRUMENT LOAN FORM

Student Surname: \_\_\_\_\_ School: \_\_\_\_\_

Given Name: \_\_\_\_\_ Year Level: \_\_\_\_\_

Instrument on Loan \_\_\_\_\_  
(Not applicable for Guitar, Piano, Keyboard or Voice)

I acknowledge that the above instrument at all times remains the property of St Mary's Catholic College Music Department and is issued on loan to the student, subject to the following conditions:

1. The instrument is to be used by the student to whom it is issued and by no other person.
2. Every care and attention must be given to the instrument during the period of the loan.
3. The instrument is returnable on demand at any time for inspection, repair, and adjustment or for any other cause.
4. Loss or damage of any instrument on loan must be immediately reported to the College. Any damage caused to the instrument will be charged to the student at replacement cost.
5. If, in the opinion of the Music Teacher, a student is not carrying out reasonable practice or shows little ability with the instrument, the loan may be terminated.
6. If the student does not observe the Instrumental Music Program policy on attendance of scheduled lessons, ensembles, rehearsals and performances, the loan may be terminated.
7. The instrument must be returned to the College by the last Friday of any given school term if the student is not requiring the loan for the following term. Otherwise bills will be sent for the next term. All instruments on loan from St Mary's Catholic College must be returned before the last two weeks of the school year.
8. Transfer students must return the instrument before leaving school.

**I accept the Terms and Conditions of the St Mary's Catholic College Instrument Loan.**

Name of Parent/Guardian: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_