



FALL 2022 ENROLLMENT REQUIREMENTS & REGISTRATION INSTRUCTIONS

ABOUT THE ELLIS MARSALIS CENTER FOR MUSIC

The Ellis Marsalis Center for Music (EMCM) is a place where children are at the heart of our mission in training the next generation of New Orleans musicians. We see music lessons and arts education as tools that help young people learn discipline, dedication, and explore their creativity.

In the fall and spring, we operate an after-school and Saturday program that focuses on teaching the fundamentals of instrumental music, dance, and music theory, in addition to computer instruction/coding and homework help.

In the summer, we engage our youth through a wide array of music, dance, reading and math instruction, and coding to enhance and cultivate their creativity.

ENROLLMENT REQUIREMENTS

- New students must be 8 years old and no older than 18.
- All students must provide proof of Covid-19 vaccination.
- Priority is given to students living in the Musician's Village and the surrounding Upper 9th Ward neighborhood which includes the following zip codes: 70117, 70126, 70127, 70128, 70129, 70032, and 70122. Students living outside those areas may contact the office to determine eligibility.
- Prior musical experience is **not** required for new students.
- Enrollment is on a first come, first served basis based upon full payment of fees.
- Registration fees are not refundable.

REGISTRATION PROCESS

- Registration forms are available via our website or by contacting our registrar at esmith@ellismarsaliscenter.org.
- Fill out one form per child and submit the \$30.00 registration fee via credit card over the phone. The registration fee is nonrefundable. We accept credit or debit cards only. There is a \$1.25 processing fee for credit cards. EMCM does not accept checks. Registration is not complete until forms and funds are collected.
- If the classes are full for the session, please consider joining our waiting list. To be added to the waiting list, please email your child's full name, address, phone number, email address, and the class you are interested in to esmith@ellismarsaliscenter.org.

BEGINNER COURSES Monday and Wednesday

- Brass
- Woodwinds
- Strings
- Percussion
- Vocal
- Dance

INTERMEDIATE/ADVANCED COURSES Tuesday and Thursday

- Intermediate Instrumental
- Advanced Instrumental
- Intermediate Strings
- Advanced Percussion
- Advanced Strings
- Intermediate/Advanced Dance
- Intermediate Percussion

SATURDAY COURSES

- Piano (Beginner/Intermediate)
- Adult Piano
- Instrumental (Intermediate)
- Strings (Intermediate)
- Strings Ensemble
- Dance (Beginner/Intermediate/Adv.)
- Guitar (Beginner/Intermediate/Adv.)
- Bass (Beginner/Intermediate/Adv.)
- Jazz Band
- Music Production (Ages 13+)
- Coding

ADDITIONAL PROGRAM INFORMATION

Fall 2022 Registration Dates:

Early Registration July 1, 2022, thru July 9, 2022

(Early registration is open only to currently enrolled students who have not violated attendance policy)

Open Registration: July 11, 2022

PROGRAM HOURS & DATES:

PROGRAM HOURS: Fall classes begin at 3:45 p.m. sharp and end at 7:00 pm.

- First Day of Fall Classes: August 22, 2022
- Last Day of Fall Classes: December 6, 2022

EMCM observes the following national holidays and will not hold class:

- September 5 (Labor Day)
- October 31 (Halloween)
- November 21-26 Thanksgiving

If you have any questions, please contact us at esmith@ellismarsaliscenter.org

Fall 2022 Registration Form

Return completed forms to: esmith@ellismarsaliscenter.org

Please note: Priority is given to students living in the Musician's Village and the surrounding Upper 9th Ward neighborhood which includes the following zip codes: 70117, 70126, 70127, 70128, 70129, 70032, and 70122. Students living outside those areas may contact the office to determine eligibility.

Currently enrolled?

New Student?

Former Student?

PLEASE CHECK YOUR CHILD'S CLASSES/DISCIPLINE:

Beginners & All Vocal: Monday and Wednesday

Instrument/Discipline _____
(Example: Int. Strings, Dance, Brass, etc.)

Intermediate/Advanced: Tuesday and Thursday

Instrument/Discipline _____
(Example: Int. Strings, Dance, Brass, etc.)

Saturday (Intermediate/Advanced)

Instrument/Discipline _____
(Example: Int. Strings, Dance, Brass, etc.)

STUDENT INFORMATION

Student First Name: _____ M.I. ___ Student Last Name: _____

School: _____

Birthdate (mm/dd/yyyy): _____

Please Specify Tee Shirt Size: youth small medium large x-large

adult small adult medium adult large adult x-large

Grade Level: _____ Age: _____ Gender: _____

Race: (please select all that may apply)

American Indian or Alaska Native

White

Asian

Multi-racial

Black or African American

Other

Hispanic or Latino

Prefer not to answer

Native Hawaiian or Other Pacific Islander

Medical Conditions/Medications/Allergies/Dietary restrictions (vegan, vegetarian, non-dairy):

Dietary Restrictions: _____

Date of last Covid-19 vaccine: _____

Please attach proof of vaccine when submitting application

PARENT INFORMATION

Parent/ Guardian Name #1: _____ Cell phone # _____

Parent/ Guardian Name #2: _____ Cell phone # _____

Address: _____

City: _____ State: _____ Zip: _____ Home phone: _____

Email Address: _____

How did you learn about the Center? Social Media Newspaper TV Radio Internet Search

Referred by someone? If so, who should we thank? _____

Other _____

EMERGENCYCONTACTS

Please list up to 4 emergency contacts. These people will also be the only alternate guardians allowed to pick up/ drop off your child throughout the semester. If they are picking up a student, legal identification (ID) will be required before leaving with any child. If any person(s) below is to be removed the parent must either call or email the Center.

First Name	Last Name	Phone Number (s)	Relationship to Student

CONSENT AND RELEASE OF LIABILITY-PLEASE INITIAL

Please read carefully, initial next to each, and sign below to indicate your consent and/or release of liability.

_____ 1. Parent acknowledges that the Ellis Marsalis Center for Music owns the instrument and is loaning it to the student for use during the time that he/she is enrolled in the music education program at the Center. The instrument will be returned to the Center at the end of the term (or sooner if the student ceases to be a participant in the program). The parent/guardian is responsible for paying for all damages caused to the instrument while it is in the student's care. The parent signing this form will be legally responsible for the replacement cost of the instrument should the student fail to return the instrument as provided herein.

_____ 2. I consent and agree that the Ellis Marsalis Center for Music (EMCM) and its employees, or agents have permission to take photographs, videotape, or audio recordings to use for the purpose of showcasing students' accomplishments on our ellismarsaliscenter.org website, in our newsletter and promotional video, and for promoting the EMCM in any and all media.

_____ 3. As the parent/guardian, I agree that I am voluntarily allowing my child to participate in the physical activities related to Dance Instruction, Community Events and/or Recitals put on by the Ellis Marsalis Center and I assume all risks of injury or illness. I acknowledge that I have carefully read this "waiver and release" and fully understand that it is a release of liability. I expressly agree to release and discharge the trainer/instructor from any and all claims or causes of action and I agree to voluntarily give up or waive any right that I may otherwise have to bring a legal action against the trainer/instructor or Ellis Marsalis Center for Music for personal injury or property damage. By signing this release, I acknowledge that I understand its content and that this release cannot be modified orally.

_____ 4. I agree to have my child participate with counseling services at the Ellis Marsalis Center for Music.

_____ 5. **Attendance Policy:** The EMCM attendance policy was developed on the principle that regular attendance maximizes the students' interaction with his or her teachers and peers and is a major component of academic success. Regular attendance results in higher student achievement. An attendance policy requires cooperation among all members of the community, including parents/guardians, students, teachers, administration, and staff. To aid with this, EMCM will:

1. Create a positive environment aimed at encouraging student achievement and inclusivity, which should lead to increased attendance.
2. Maintain accurate record keeping of daily attendance for each student.
3. Call parents when there is an indication of excessive absenteeism.
4. Remove students from the roll after four (4) consecutive unexcused absences.
5. Remove students from the roll after eight (8) total unexcused absences for the semester and four (4) total absences during the summer sessions.

Anti-Discrimination Policy

_____ 6. I understand that the Ellis Marsalis Center for Music is committed to equal opportunity for all students and all staff and has a zero-tolerance policy for discrimination of any kind. It is the Ellis Marsalis Center for Music's policy that no one shall be treated differently, separately, or have any action directly affecting him or her taken based on race, religion, national origin, marital status, sex, sexual orientation, gender identity, or disability where a person is otherwise qualified. I agree to have my child participate in the various mandatory training sessions connected to diversity, inclusion, and anti-discrimination. I understand that refusal to participate would disqualify my child from enrollment.

PARENT/GUARDIAN NAME (PRINT)

PARENT/GUARDIAN (SIGNATURE)

DATE