



Spring 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.
- Registration is now open city wide with priority given to students living in the following zip codes: 70117, 70126, 70127, 70128, 70129, 70032, and 70122.
- Prior musical experience is not required for new students.
- Priority is given to students living in the Musician's Village and the surrounding Upper 9th Ward neighborhood.
- 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 email only. To request a copy of the registration form, please email esmith@ellsmarsaliscenter.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 No longer accepts 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

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

INTERMEDIATE/ADVANCED COURSES

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

COURSES

- Beginning Piano
- Intermediate Piano
- Beginning Instrumental
- Intermediate Instrumental
- Beginning Strings
- Intermediate Strings
- Beginning Dance
- Intermediate Dance
- Advanced Dance
- Beginning Guitar
- Intermediate Guitar
- Advanced Guitar
- Music Production (Ages 13+)
- Coding

ADDITIONAL PROGRAM INFORMATION

Spring 2022 REGISTRATION DATES:

Early Registration October 25-Nov 12, 2021 **Returning Students** **Open Registration: Nov. 15, 2021**

First Day of Spring Classes: January 10, 2022

Last Day of Fall Classes: December 9, 2021

EMCM observes the following national holidays: November 22-27 Thanksgiving (no classes)

PROGRAM HOURS:

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

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

Spring 2022 REGISTRATION FORM

Ellis Marsalis Center for Music

1901 Bartholomew St. New Orleans, LA 70117

Please note that registration is now open city wide. However, priority is given to students living in the following zip codes: 70117, 70126, 70127, 70128, 70129, 70032, and 70122.

Currently enrolled? New Student? Former Student?

ADMINISTRATIVE STAFF ONLY

Date Turned In: _____

Circle One: Credit card/ cash/ money order

PLEASE CHECK YOUR CHILD'S CLASSES/DISCIPLINE:

(Beginners & All Vocal) Monday and Wednesday _____ Instrument? _____

(Intermediate/Advanced) Tuesday and Thursday _____ Instrument? _____

* Discipline (ex. Int. Strings, Dance, Brass, etc.)

Saturday (Intermediate/Advanced) _____ Instrument? _____

STUDENT INFORMATION

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

School: _____ Tee Shirt Size: _____

Please specify youth, small medium or large or adult small medium large.

Grade Level: _____ Age: _____ Gender: _____ Birthdate(mm/dd/yyyy): _____

Race: (PLEASE CIRCLE ONE)

American Indian or Alaska Native

Hispanic or Latino

Asian

Native Hawaiian or other Pacific Islander

Black or African American

White

Other

prefer not to answer

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

PARENT INFORMATION

Parent/ Guardian Name: _____

Parent/Guardian Name: _____

Address #1: _____

City: _____ State: _____ Zip: _____

Address #2: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

Email Address: _____

EMERGENCY CONTACTS

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.

The 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 on the basis of 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 _____