



ADMINISTRATIVE STAFF ONLY

Date Turned In with fee paid: _____

Circle One:

Cash

Money Order

CC-Visa, Mastercard, Amex

Summer 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, coding, and music theory, in addition to computer instruction and homework help.

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

ENROLLMENT REQUIREMENTS

- Students must be **eight years old** and no older than 18.
- Enrollment priority is given to students living in the Musician's Village and in the surrounding Upper 9th Ward which includes the following zip codes: 70117, 70126, 70127, 70128, 70129, 70032, and 70122
- No prior musical experience is required.
- Enrollment is on a first-come, first served basis based upon full payment of fees.
- **Students must provide proof of vaccination.**

REGISTRATION PROCESS

- Registration forms are available at the Ellis Marsalis Center for Music, or by request. To request a copy of the registration form, please contact (504) 940-3400 or email esmith@ellismarsaliscenter.org.
- Fill out one form per child, and submit the \$30.00 registration fee in person. The registration fee is nonrefundable. We accept cash, credit or debit cards, and money orders. 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.

SUMMER COURSES- MONDAY through FRIDAY

- * Piano (all music students)
- * Beg. Strings
- * Int./Adv Strings
- * Beg. Instrumental
- * Int./Adv. Instrumental
- * Vocal
- * Beg. / Int. Guitar
- * Beg. /Int. Bass
- * Beg. Int. Percussion
- * Coding
- * Reading/Math
- * Music Production

ADDITIONAL PROGRAM INFORMATION

SUMMER 2022 REGISTRATION DATES:

Early Registration for currently enrolled students begins on February 21, 2022

Registration opens to new students on March 7, 2022

First Day of Summer Classes: May 31, 2022

Last Day of Summer Classes: July 8, 2022

EMCM will be closed the following dates: July 4 Independence Day observance (no classes)

PROGRAM HOURS:

Summer classes begin at 8:30 am sharp and end at 3:00 pm.

Breakfast will be served at 8 am.

Parents are expected to pick-up children no later than 3:15 pm. There is a \$1/per minute late fee applied if students are picked up past 3:15 pm.

If you have any questions, please contact us at esmith@ellismarsaliscenter.org or (504) 940- 3400.

SUMMER 2022 REGISTRATION FORM

Ellis Marsalis Center for Music | 1901 Bartholomew St. New Orleans, LA 70117 | 504-940-3400

emcm@ellismarsaliscenter.org

Please note that priority is given to students living in one of the following zip codes:

70117, 70126, 70127, 70128, 70129, 70032, and 70122.

Currently enrolled? New Student? Former Student?

STUDENT INFORMATION

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

Instrument/Discipline: _____

School: _____

School Address: _____

School Phone # _____

Tee Shirt Size: (circle one) Youth small, Youth medium, Youth large, Adult small, Adult medium, Adult 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: _____

Date of last Covid-19 vaccine: _____ Please attach proof of vaccine when submitting application.

PARENT INFORMATION

Parent/ Guardian Name: _____ Cell phone# _____

Parent/Guardian Name: _____ Cell phone # _____

Address: _____

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

Email Address: _____

How did you learn about the Center? (social media, local news etc.)

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.** I consent and agree to allow my child/children to participate in educational and musical field trips outside of the Ellis Marsalis Center for Music. I am aware that only students whose character, behavior, attendance, and achievement represent the highest standards are privileged to attend field trips. On all field trips, students are expected to wear appropriate music camp attire and conduct themselves in a manner that will bring honor and respect to themselves and the Center. **Permission is granted to attend the field trip if the student has satisfactory attendance and behavior.**

_____ **4.** I consent and agree to authorize Emergency Medical Treatment. I understand that in the case of illness or injury to my child, Ellis Marsalis Center will try to notify me or the person I have listed above as an emergency contact. In case of a medical emergency concerning my child, at a time when I or my listed emergency contact cannot be notified, I grant full power to the Ellis Marsalis Center to 1) arrange for the transportation of my child, whether by ambulance or otherwise, to a proper facility where emergency medical treatment would normally be administered, including but not limited to, an emergency room of a hospital, a doctor's office, or a medical clinic; and 2) sign releases as may be required in order to obtain any medical or surgical treatment as is required in the judgment of medical authorities at the facility.

_____ 5. 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.

_____ 6. I agree to have my child participate with counseling services at the Ellis Marsalis Center for Music.

_____ 7. I understand the Ellis Marsalis Center's Late Pick up policy is, I will be charged \$1 per minute, per child for every minute that my child/ children are not picked up after dismissal starting at 3:15 p.m. Monday through Friday.

_____ 8. *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

_____ 9. 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 _____