

Discontinuation Check List Form
2025-2026
for Private & Semi-Private Lessons



PLEASE SUBMIT THIS FORM WITH YOUR FINAL ON TIME PAYMENT!

That means when you pay your tuition on the 15th of the month BEFORE your final month , you will also turn in this completed form.

You may complete this process earlier but not later.

Final payments and any late fees owed, must be on time or you will owe an additional month.

- Please understand if you discontinue and later want to return to lessons, you will need to reregister and pay the \$35 registration fees again. Your tuition will also increase to the current rate for your teacher (not the rate you were paying when you left the school).**

Student Full Name: _____ Teacher: _____

Lesson Time and Day: _____ Instrument: _____

_____ will be the final month of lessons for _____
(Month) (Student Name)

YOUR CHECKLIST IS BELOW. PLEASE CHECK THE BOXES AS YOU COMPLETE.

REMEMBER PER YOUR SIGNED REGISTRATION FORM YOU DECLARED THAT YOU UNDERSTOOD AND AGREED TO THE FOLLOWING.

I have Notified my teacher and the office on or before the 15th of the month previous to the FINAL MONTH
I understand that I may not pro-rate my final month or any month.

Final Tuition Month Paid in Full: ☐ **Date** _____ (Date should reflect the 15th of the month prior to your final month.)
(Date)

Past Due Fees Paid: ☐ Teacher Notified: ☐ Office Notified (Kathybowmanmusic@gmail.com): ☐

Please tell us about your experience with BMACO.

Please tell us how we can improve.

Would you like to remain on our mailing list to receive updates about BMACO? YES or NO

Thanks so very much for choosing BMACO for your artistic enrichment.
May your days be filled with creative blessings!