



2026 TERMS AND CONDITIONS OF ENROLMENT CENTRAL COAST CONSERVATORIUM OF MUSIC LTD

1. ENROLMENT

Enrolment secures participation in lessons and programs for the full year. Once confirmed by Administration, enrolment automatically continues each term. You can update your enrolment or contact details by contacting the Administration team.

2. FEES & PAYMENT

Annual Registration: \$50 per family

Term Fees:

Lessons: 10-week program per term for individual one to one lessons.

Classes/Ensembles: Term-based fee, minimum guaranteed 8 weeks of delivery per term.

Payment Options:

Full payment: Pay full term on invoicing. (within 14 days upon receiving invoice)

Part-payment: Student accounts must be financially positive 2 weeks in advance of current lessons/classes. Payment of the balance of fees must be completed by the close of business in Week 8 of each term.

Payment Methods:

- **Online Payments** – Use your debit or credit card via the secure payment link provided in your invoice.
- **Direct deposit** – Transfer to: *Account name:* Central Coast Conservatorium
BSB: 633 000 (Bendigo Bank) | *Account #:* 220 329 957 | *Reference:* Invoice number + family surname.

To maintain enrolment and participation in lessons and classes, accounts must remain financially positive. If payment is overdue by more than two weeks, lessons will pause until the balance is settled. Accounts overdue 30+ days may be referred to debt recovery.

4. ABSENCES & NON-ATTENDANCE

- Please notify us prior to lessons, classes and rehearsals if your child will be absent.
- Where possible, a minimum of 24 hours notice is preferred.
- We will notify you as soon as possible if a teacher is absent.
- Fees are payable regardless of attendance.
- To produce the best student experience, the Conservatorium aims to proceed with all lessons and rehearsals. Substitute teachers and conductors will be engaged to cover absences where possible, with make-up lessons being offered as an alternative within or outside of normal term times.

5. DISCONTINUATION & WITHDRAWALS

Please provide 14 days written notice to Administration through the [online discontinuation notice](#) form which can also be found on our website.

Individual Lessons: Fees apply for the 14 days notice period.

Classes/Ensembles: Full-term fees will apply if withdrawal from classes occurs after the term begins.

The Conservatorium reserves the right to withdraw students from our programs and discontinue their enrolment upon non-payment of fees, or for breaches of the Student Code of Conduct.

6. CREDITS AND REFUNDS

Credits will only apply when the Conservatorium cancels or cannot provide a teacher, and no makeup is possible.

In the interest of teacher pay, the Conservatorium will only consider credits to accounts where exceptional circumstances are presented, such as a serious illness. Requests for refunds may be granted under exceptional circumstances. Please contact our Administration team.

7. STUDENT SAFETY

- Supervision is only provided by Conservatorium staff during scheduled lessons/programs.
- All staff and contractors hold current Working With Children (WWCC) checks.
- Please keep unwell students at home to protect others.
- Cameras are in use at the conservatorium for student safety.

8. QUESTIONS?

Contact Administration: (02) 4324 7477 | admin@cccmusic.nsw.edu.au

By enrolling and participating in Conservatorium programs, you accept these terms and conditions