



At Fonseca Music Academy, our goal is to make learning music fun, disciplined, and enjoyable for everyone. These simple rules help us create a positive and respectful learning environment.

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### 1. Joining the Academy

- Admission is confirmed once registration is completed and fees are paid.
- Fees paid cannot be refunded or transferred. (From one month to the next or from one student to another)
- Please make sure all contact details shared with us are correct.
- A registration fee of ₹500 will apply to all students enrolling from April 2026 onward.

### 2. Fees & Payments

- Fees will be collected monthly and must be paid in advance between the 26th and 28th of the previous month. (Example- April fees have to be paid between March 26th and 28th)
- A fee reminder will be sent to everyone between the 25th and 27th of each month.
- Late payments will lead to a temporary pause in classes.
- If you skip a month and rejoin in the following month, an additional fee of ₹1000 will be charged along with the regular monthly fee. (If the seat is vacant for more than one class a new admission will be taken from the waiting list)
- Classes missed due to unpaid fees will not be made up later.

### 3. Attendance & Punctuality

- Students should arrive **on time** for every class.
- Regular attendance helps students improve faster.
- Classes in May will be from 1<sup>st</sup> to 15<sup>th</sup> May. Summer Holidays will be from 16<sup>th</sup> May to 31<sup>st</sup> May.
- The Academy will have a week off for Diwali and Christmas holidays. The exact dates will be announced two months in advance so everyone can plan ahead. During these holidays, there will be no classes. No Backup sessions will be provided for Diwali and Christmas holidays.

### 4. Missed Classes & Make-ups

- If the academy cancels a class, a make-up class will be arranged.
- Students who miss classes for personal reasons cannot usually reschedule them because of limited resources and fixed group sizes. However, in special cases, a backup session might be arranged if a student is absent during the scheduled class, but only if approved and if there is availability. Students should inform the teacher in advance if they will miss a class, to ensure proper arrangements.

## 5. Practice at Home 🎸 🎹

- Regular practice at home is very important.
- Progress depends on both class learning and home practice.
- Teachers will help the students learn on how and what to practice.

## 6. Behaviour & Respect 😊

- Students should be polite and respectful to teachers and classmates.
- Good behaviour is expected at all times inside the academy.
- Students should refrain from using mobile phones during class, unless permitted by the teacher.

## 7. Instruments & Belongings

- Students are encouraged to bring their own instruments. (Guitar & Ukulele)
- Please take care of personal belongings.
- Any damage to academy instruments must be paid for.
- Music theory will be a mandatory subject for all students to enhance their understanding.

## 8. Exams, Shows & Events 🎤 🎵

- Participation in exams and performances depends on the student's preparation.
- Exam fees have to be paid separately.
- Attending rehearsals is compulsory for performances.

## 9. Parents & Communication 🗣️ 👨‍👩‍👧

- All communication should be directed to 9978990203.
- Parents are welcome to discuss progress with teachers at suitable times.
- The academy will share important updates.

## 10. Online Classes (If Applicable) 💻

- Students should join online classes on time.
- Recording or sharing class videos without permission is not allowed.

## 11. Safety & Pick-up 🚗

- Parents should ensure students are picked up on time after class.

## 12. Changes to Rules

- Fonseca Music Academy may update these rules when needed.
- Parents and students will be informed of any changes.



- **Nehrunagar Branch from April 2026**

Days- Monday, Wednesday and Friday

- **South Bopal Branch from April 2026**

Days- Tuesday, Thursday and Friday

(Saturday- 9am to 11am only)

- **Vocal Class (South Bopal)**

Days- Tuesday and Thursday

6pm to 7pm

7pm to 8pm

**Students now have the option to choose either two or three days per week at any branch location, providing flexible scheduling options.**

**Fees-** Two days a week- 2500 per month

Three days a week- 3500 per month

**Looking forward to your cooperation.**

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