

LIFE IN *Music*

Performing & Visual Arts Institute

EDUCATION AGREEMENT No _____

FOR TRAINING IN ADDITIONAL EDUCATIONAL PROGRAM

Bahrain " _____ " _____ 20 ____ date of the agreement

Performing & Visual Arts educational institution of additional education " Life in Music", carrying out educational activities on the basis of license No. 2007/693, issued indefinitely in June, 2007, by the Directorate of Private Education, Ministry of Education of Bahrain, hereinafter referred to as the "LIM", represented by the Director Dimitri Batinovski, acting on the basis of the Policies, and

First Name

Second Name:

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hereinafter referred to as the "Parent/Representer", acting in the interests of a minor:

First Name:

Second Name:

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hereinafter referred to as the "Student", collectively referred to as the Parties, have entered into this Agreement as follows:

I. SUBJECT OF THE AGREEMENT.

1.1. The LIM undertakes to provide an educational service, and the Parent/Representer undertakes to pay for the educational service for the presentation of the mentioned below educational program:

Form of Education:

Group: Individual: Virtual: In Person: Mix:	Level:	Focus of the program: (RMS/ABRSM/Trinity/Internal)	Theory (yes/no)

in accordance with the curricula, including individual, and educational programs of the LIM.

1.2. The term for mastering one level of the program at the time of signing the Agreement is 10 months.

A student in accordance with the level of training is admitted to the _____ of study.

1.3. After the student has mastered one level of the program and successfully passed the final Internal or External Examination, he is issued a certificate of achievements from the Institute.

II. Rights of the LIM, Parent/Representer, and Student.

2.1. The LIM has the right:

1. To independently carry out the educational process, establish assessment systems, forms, procedure and frequency of intermediate certification of the Student.
2. Apply motivation and disciplinary measures to the Student in accordance with the Institute's Policies.
3. In order to provide educational services, process the personal data of the Student without the consent of the Student or his representative in order to fulfill the functions, if this purpose of processing personal data is to ensure the organization of the educational process, the fulfillment of the requirements, the implementation of activities in accordance with the Institute's Policies and internal regulations.

2.2. The Parent/Representer has the right to receive information from the LIM on the organization and provision of the proper provision of the services provided for in Section I of this Agreement.

2.3. The student is granted academic rights in:

1. Receive information from the LIM on the organization and ensure the proper provision of the services provided for in Section I of this Agreement.
2. Contact the LIM Administration on issues related to the educational process.
3. Use in the manner prescribed by Institute's Policies, the property of the LIM, necessary for the development of the educational program.
4. Take part in social, cultural, health-improving and other events organized by the LIM in the manner prescribed by Institute's Policies.
5. Receive complete and reliable information about the assessment of their knowledge, abilities, skills and competencies, as well as the criteria for this assessment.
6. To claim only 2 missing classes (individual classes only) per academic school year with a valid reason. A valid reason for missing classes is the student's illness, confirmed by a medical certificate.

III. Obligations of the LIM, Parent/Representer and the Student

3.1. The LIM is obliged:

1. Enroll a Student who has fulfilled the admission conditions as a student.
2. Bring to the Parent/Representer information on the provision of paid educational services.

3. Organize and ensure the proper provision of educational services provided for in Section I of this Agreement.
4. Provide educational programs in accordance with educational curriculum, including individual and group class schedules.
5. In the event of missed individual classes and group classes due to the fault of the teacher, the teacher is obliged to reimburse the Student for the missed lessons in extra time in agreement with the Student (except for cases when another teacher replaced the sick teacher)
6. Provide the Student with the special attention individual educational program.
7. Save a place for the Student in case of missing classes for valid reasons, according to the payment for the services provided for in Section I of this Agreement).
8. Accept payment for educational programs from the Student and (or) the Parents/Representer.
9. Provide the Student with respect for human dignity, protection of life and health, protection from all forms of physical and mental violence, personal insults.
10. Notify the Parent/Representer about the possible inexpediency of providing the Student with educational programs in the amount provided for in Section 1 of this agreement, due to its individual characteristics, which make it impossible or pedagogically impractical to provide these services.

3.2. The student is obliged to:

1. Complete assignments for all activities in the curriculum.
2. To study in LIM according to an educational program in compliance with the requirements of the LIM, established by the educational program of LIM curriculum.
3. Comply with the requirements of the internal Institute's Policies and other local regulations of LIM.
4. Timely and satisfactorily to pass tests and exams in subjects.
5. Promptly inform the LIM about the change in the contact phone number and place of residence.
6. Observe organizational, hygienic, sanitary and anti-epidemic rules.

3.3. The Parent/Representer is obliged:

1. Timely pay the Fees for the educational program provided to the Student, specified in Section I of this Agreement, in the amount and in the manner determined by this Agreement, as well as provide payment documents confirming such payment.
2. Monitor the implementation by the Student of chapter 3.2 of this agreement.
3. In accordance with the Institute's Policies to compensate for the damage caused to the property of the Institute - in particular, to reimburse the publications taken from the library of the School in the event of their loss, or to offer identical publications in return. Be liable, including financially, in the event of damage or loss of the rented instruments.
4. Renew the Agreement in a timely manner in the event of a transition to another educational program, changes in the form (volume, level) of education, citizenship, draw up additions (changes) to the Agreement in case of a change of residence, other conditions of the contract.
5. Independently (at its own expense) provide the Student if needed for the proper fulfillment by the LIM of obligations to provide additional educational services (a musical instrument for home studies, textbooks, music books, etc.).
6. To enroll the Student in the school in a timely manner (within 7 calendar days from the beginning of training), draw up an education contract with the attachment of all necessary documents.
7. Observe organizational, hygienic, sanitary and anti-epidemic rules

3.4. In the absence of final achievements in one or several subjects or unsatisfactory certification in one of the subjects of final certification at the end of the course of study, or in case of expulsion a student from the Institute, before he completes the educational program in full, instead of a certificate of achievements, is issued (upon request) a certificate of study or a period of study according to the model independently established by the Institute.

IV. Institute Fees Payment, Refund and Withdrawal Policy.

4.1. The total cost of educational services for the entire period of study of the Student is _____ BD.

4.2.. A minimum of one Academic School Year/10 month Agreement is accepted.

4.3.. **Registration Fees:** 15 BD (non-refundable & non-transferable, must be submitted at the time of Registration)

4.4. **Security Deposit:** 100 BD

- The School requires a security deposit to confirm the placement of any children.
- One Deposit per student is required.
- The deposit is fully refundable when the student leaves the Institute, without any interest on demand, if all accounts have been settled in full, all Institute property returned without damage and required written notice submitted two months in advance of the child's last day of school (holidays excluded).
- The deposit is not refundable if the student does not attend the Institute after an enrolment place has been offered or the remaining tuition is not enough to cover the two months' notice period.

4.5. **Tuition Fee:**

- The tuition fee varies according to the program as shown in the Institute's tuition fee chart (See Institute Policies Chart 5.9.)
- Tuition fees will be invoiced on a pro-rata basis (referred to two weeks cycle) for new students who enrol after the commencement of the academic term.
- Once a student joins the Institute, full fees are charged until the End of the academic school year.
- Students can schedule the payments of their tuition fees per Term (4+3+3 months) or monthly. The Payments should be done on the 1st day of the month or term.
- There are no refunds for periods of absence from the Institute.
- Two months ' notice of withdrawal in writing of the student 's last day of school (holidays excluded) must be given or two months fees will be paid in lieu of the notice. Parents must ensure that written acknowledgement is received from the school following notice of withdrawal.

4.6. **External Examination Fees:**

- Fees for external examinations, such as ABRSM/Trinity/RMS will be charged separately as per fee rates of the examination board

4.7. **Discount:**

- Where a family has more than two children attending Institute, a discount of 10 % may apply to the tuition fee for the third child and for any subsequent children.
- A discount of 10 % may apply if the full school year fee is paid at once within 2 weeks after enrolment in the academic school year.

4.8. **Late Payment of Fees**

- Payments not received by any due date will be considered overdue and the Institute may charge a 1.5 % monthly late payment penalty.
- If fees are not paid on time, the Institute has the right to refuse attendance of the student at the Institute.

4.9. Disclaimer

• The LIM reserves the right to amend its policies and fee structure whenever considered necessary and appropriate. The Institute makes these policies available to parents through the Institute's website. It is the parent or guardian's responsibility to ensure that they are informed and aware of Life in Music Institute policies.

V. Termination of the Agreement.

5.1. This agreement can be terminated by agreement of the parties:

1. if the student completed the Program and fulfilled all requirements.
2. If the student has a medical issue.
3. If the parents/representatives are requested.
4. in connection with the debt of parents/representatives to pay for the fees at the Institute for one month or more without a valid reason.
5. for systematic failure to attend classes and skipping without a valid reason.

5.2. The student is expelled from the School by the decision of the teachers' committee for:

1. a gross one-time violation of the above rules: the use of alcoholic beverages and drugs, theft, obscene language towards students, parents, teachers and Institute's staff, rudeness and unethical behavior towards teachers and Institute's staff, deliberate damage to the property of the School.

5.3. A valid reasons for the immediate termination of the agreement with reimbursement are:

- changing of the living place;
- medical indications;
- Family circumstances (death of parents, etc.)

I have read and accepted the conditions of this Agreement and Institute's Policies:

Name of the Student:		
Name of Parent/Representer:	Date:	Signature:
LIM represented by Director of Life in Music: Dimitri Batinovski	Date:	Signature:

Life in Music account:	Life in Music stamp:
Name of Account: Life in Music Bank Name: National Bank of Bahrain Account Number: 83102426 IBAN : BH03NBOB00000083102426	