



TERMS AND CONDITIONS AGREEMENT

Please read these **Terms and Conditions** carefully before enrolling in the Musik Angel's programs. These **Terms and Conditions Agreement** become effective once the enrollment is made.

General Policies

1. Payment in cash, bank-in deposit or cheques are accepted. Bank-in deposits and cheques made payable to "Musik Angel".
2. An initial non-refundable enrollment fee is required before participation in our programs. This entitles your child to all membership benefits including hosting birthday parties and special events at discounted prices.
3. Enrollment is by courses with each course composed of 8-12 structured classes, usually once a week and enrollment is accepted anytime depending on different programs.
4. Space will be confirmed once the full payment is settled.
5. All payments are non-refundable and non-transferrable unless the class is cancelled or rescheduled.
6. Make-up classes will be scheduled for missed classes **ONLY** under these circumstances. **Sick Leave:** Inform us by phone *before* the lesson and provide us the doctor's certificate on the same day of the missed class. **Personal Leave:** At least *2 days advance notice* for personal leave will be accepted. No make-up classes will be arranged if the requirement is not fulfilled. All make-ups are to be completed before the course ends and time of make-up is subject to space availability to prevent over-crowding in class. 1 make-up class for every 4 lessons and a maximum of 3 make-ups can be arranged within a course period. (Different programs may vary) Absences not made up within the course period are non-refundable and cannot be accumulated to offset the tuition fee for the next course. *Make-up class application form* is available at our Customer Service Counter.
7. Certificates will be issued to students upon completion of certain programs with at least 75% class participation.
8. In accordance with guidelines of Social Welfare Department in Hong Kong, all children attending classes at Musik Angel must be accompanied by a parent or designated guardian at all times.
9. For parent participation classes (for children under 3 years old), only **ONE** of the parents or a designated guardian is permitted to accompany the child in class. All adults are required to wear socks for hygiene reasons.
10. Siblings are not permitted in class and only the enrolled child may participate.
11. Waiting list priorities are given to existing student in re-booking and siblings. Please give a prior notice to our staff if your child is leaving our Centre.
12. Photos and videos are prohibited in our Centre unless permissions are requested in advance. Parents are reminded that photo and video taking are simply for personal memories and to focus on your child only.
13. Photos/videos may be taken in the class and given to students as souvenirs, and may be used for the school promotion purpose only.
14. Musik Angel reserves the right to make all final decisions. Time schedules and policies are subject to change without prior notice.

Enforced Closure due to Bad Weather

Classes will be cancelled when BLACK rainstorm or Typhoon No.8 is hoisted. All classes will resume normal in 2 hours after the warnings are lifted. (**For safety reason, all classes will be cancelled 2 hours before the Typhoon No. 8 is hoisted according to the HK Observatory weather broadcasting, i.e. courses at or after 2pm will be cancelled if the Typhoon No.8 will be hoisted at 4pm) No make-up class will be scheduled for cancelled classes due to enforced closure.

Children Sickness

To be considerate, please do not bring your child to our Centre when the child is sick or in any sign of illness. Make-up class will be arranged and your child will benefit more from class after getting well.

Tips for Safety and Fun

- ☺ Children are suggested to dress in comfortable and loose fitting. Cotton made sweatshirts and sweatpants work well.
- ☺ Children need to be bare feet in class for certain programs to ensure safety and better stimulation in senses of touch. Accompanying adult must wear socks for hygiene reasons and new socks are available for sale at our Customer Service Counter.
- ☺ Eating and drinking are refrained in our activity rooms.
- ☺ Parents or designated guardians are advised to take good care of their belongings in our Centre. Musik Angel assumes no responsibility for any theft, loss or damage to properties left on our premises.

**For one to one tuition, please refer to the "Terms and Conditions Agreement for one to one tuition"



Steps to reserve spaces:

1) Please send us a registration form together with payment to Musik Angel. *Kindly fill out a registration form and fax/email to us indicating your Reservation Date, Time and Course Name on the form

http://www.musikangel.com.hk/pdf/registration_form.pdf

2) Method of Payment

a) by Cheque

Kindly send a cheque payable to "Musik Angel" to:

Block B, G/F, Chung Yuen Mansion,
71B Waterloo Road,
Homantin, Kowloon

or

b) by Bank Transfer

A/C No. 012-554-1-006501-1
Bank of China Hong Kong Limited
Musik Angel

(Please fax the payment slip to us at 2374 3700 and write down the name of your child on payment slip)

Add: Block B, G/F, Chung Yuen Mansion,
71B Waterloo Road, Homantin, Kowloon
(Mongkok MTR Exit D3)

Tel : 6996 1111

Fax: 2374 3700

Musik Angel