

CLASS TUITION PAYMENT & REFUND POLICIES

(Keep for your records)

Class Registration Procedures:

1. Unless stated otherwise in the course listings, classes are offered in three sessions (Fall, Winter and Spring)
2. Tuition may be paid as follows:
 - a. Online using MasterCard, Visa, Discover, or American Express credit cards.
 - b. Via check or money order made payable to Temple University.
 - i. A penalty fee of \$20.00 will be charged on all returned checks.
 - c. Cash payments cannot be accepted.

Class Policies:

1. The tuition is listed under each course description in the course listings.
2. Classes are filled on a “first come - first served” basis.
3. Tuition for classes is due in full at the time of registration.
 - a. Registration is not considered complete until payment is received.
 - b. Class placements will not be held for unpaid registrants.
4. Class tuition cannot be pro-rated.
5. Full tuition less 10% will be refunded only if a student notifies Temple Music Prep in writing before the first class meeting. An email to musicprep@temple.edu is sufficient.
6. No tuition payments for a class will be refunded after the first class meeting.
7. Due to the group nature of classes, student absences cannot be made up.
8. Temple Music Prep reserves the right to cancel or adjust the length of a class based on class enrollment.
9. All programs are subject to change.

Questions or concerns regarding these policies should be discussed with the Registrar prior to the start of classes at (215) 204-1512