



Application for Private Music Lessons

Forms not completed in full will be returned to the student unprocessed

This section to be completed by the student

NAME

STUDENT ID #

SEMESTER/YEAR

MAJOR

TELEPHONE

PML CREDITS ALREADY TAKEN

I have contacted the instructor who has agreed to a regular meeting time that will fulfill my credits requested. I have read the policy & procedure on this form & understand I am responsible for it:

Student Signature

Check Number of Credits:	Private Lessons Contact Hours/Credit
0.5 credits	2.5 hours
1.0 credits	5.0 hours
1.5 credits	7.5 hours
2.0 credits	10.0 hours
2.5 credits	12.5 hours
3.0 credits	15.0 hours

Instructor Information

Name of Instructor

Instrument

Address

City

State

ZIP

Phone Number

email

ADVISOR SIGNATURE

MUSIC DEPARTMENT CHAIR SIGNATURE

DATE

SIGNATURE OF CHAIR OF STUDENT'S MAJOR DEPT
REQUIRED: NON-MUSIC MAJORS AND MUSIC MINORS ONLY.

STUDENT EXPLANATION OF HOW THIS PML IS NECESSARY TO STUDENT'S MAJOR
REQUIRED: NON-MUSIC MAJORS & MUSIC MINORS ONLY



Private Music Lessons

Instructions for Students

Who May Register for a Private Music Lesson

Music Majors are allowed unlimited private music lessons on their primary instrument or in their primary subject area as determined in consultation with the Director of the Music Program. Private Music Lessons on secondary instruments or in secondary subject areas will be considered on a case-by-case basis and must be approved by the Director of the Music Program.

Interdisciplinary Studies Majors: Students who have declared a major in Interdisciplinary Studies may register for up to 9 credits of private music lessons when lessons are an integral part of the student's degree program, with the approval of the Interdisciplinary Studies Department Chair.

Music Minors: Students with a minor in music may take up to 3 credit hours of private music lessons.

All other students are limited to three credits of private music lessons and may take private music lessons only if the lessons are considered essential to their degree by their major department chair.

Special Restrictions

- No private lessons in voice will be approved for non-music majors. Students interested in studying voice should register for MUS508 or MUS208, Naropa Chorus, which includes instruction in vocal technique.
- No student may take private music lessons in a subject currently covered by a Naropa course except music majors focusing in voice.

The Academic Approval Process

- The instructor must be approved by the Music Department before you can be registered for lessons with him or her. Check with the Music Department to find an appropriate instructor and for the signature on your form. If you are not a music major, you must provide an explanation of why this Private Music Lesson is essential to your major in the box provided on the form. The signature of the chair of your major department is required.
- 1 credit hour equals 5 hours of lessons.

Getting Registered

You must submit the Application for Private Music Lessons to Student Administrative Services in order to register for the Private Lessons. You cannot register yourself in private music lessons. Student Administrative Services will register you directly in the course. After you have submitted the form, you may check web registration to confirm that you have been registered.

- If this form is not fully completed you will not be registered in the course.
- The deadline to submit completed forms for Private Music Lessons is the last day of the drop/add period.
- All drop/add, withdrawal, and refund policies apply. Neither approval nor credit is awarded retroactively.
- If you decide you no longer wish to take the course, you must drop through web registration according to the standard drop/add and withdrawal schedule.

Paying the Bill

- For Private Music Lessons, you must pay Naropa University the normal tuition rate. The University is responsible for paying your instructor.