

STUDENT NAME \_\_\_\_\_



## Private Music Lesson Credit Sheet

(Do not fill this out if you do not want your private lesson grade on your transcript!)

INSTRUCTOR'S NAME: **PLEASE PRINT!** \_\_\_\_\_

**Instructor contact information:**

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone number: \_\_\_\_\_

Email: \_\_\_\_\_

Type of private music lesson instruction: \_\_\_\_\_

**INSTRUCTIONS:**

Student: This sheet must be taken to your lesson instructor to be signed by him/her. **Then this top copy must be returned to the registrar's office (Miss Conerly) in order to be placed on your school schedule.** Your instructor will keep the attached page.

Instructor: In order for this student to receive academic credit (.25 per semester) for private music lessons, he/she must take 14 lessons per semester. Please sign below to indicate that this student has planned lessons this year for credit purposes. Only Pass/Fail grades are recorded. Please keep the attached information page.

Grades: Grades are collected only at the semester end. Semester grades are due by December 15 and May 15 each school year. These may be faxed or mailed. Our fax number is 423-396-3363. Our mailing address is PO Box 628, Collegedale TN 37315-0628. Please put these to the attention of Kerre Conerly. All written communication should have your signature and date. If at any time a student withdraws from your program or if a student does not complete 14 lessons during a semester, please contact the registrar's office.

Please indicate below the semesters that the student plans to take lessons:

\_\_\_\_ Both semesters

\_\_\_\_ 1<sup>st</sup> Semester only

\_\_\_\_ 2<sup>nd</sup> Semester only

Signed: \_\_\_\_\_

Music Instructor

Date: \_\_\_\_\_

STUDENT NAME \_\_\_\_\_

Collegedale Academy  
Private Music Lessons  
Instructor Information

CA Student: please leave this paper with your instructor

Instructor: In order for this student to receive academic credit (.25 per semester) for private music lessons, he/she must take 14 lessons per semester. Lessons should be at least 30 minutes in duration.

Only Pass/Fail grades are recorded.

Grades: Grades are collected only at the semester end.

Semester grades are due by December 15 and May 15 each school year. Please send to the contact information listed below.

All written communication should have your signature and date. If at any time a student withdraws from your program or if a student does not complete 14 lessons during a semester, please contact the registrar's office.

Contact:

Attn: Kerre Conerly  
Collegedale Academy  
PO Box 628  
Collegedale, TN 37315

[kconerly@collegedaleacademy.com](mailto:kconerly@collegedaleacademy.com)

(423) 396-2124 ext. 415  
Fax: (423) 396-3363