



**MUSIC PLAYSCHOOL
INFORMATION
2016–2017**



Welcome to the Music Playschool of the Juvenalia Music Institute!

You have come to the right place, as Music Playschool is the favorite hobby of most of the children in Finland! There are about 1000 children in the different Music Playschool groups at Juvenalia.

You have signed up for Music Playschool for the entire school year of 2016–2017. The school year of our Music Playschool lasts for a total of 32 weeks.

TEACHING PREMISES	ADDRESS	TEACHER
Espoon keskus	Kaivomestarinkatu 5 D	Leena Korpela (ke-ilta) Riitta Vionoja (ti)
Haukilahden monitoimitalo	Toppelundintie 13	Leena Korpela
Karatalo	Kotkatie 4	Leena Korpela
Kivenlahden kerhotila	Merivalkama 2	Riitta Vionoja
Leppävaara, Sello	Soittoniekanaukio 1 B	Ninni Repo (mon-thu) Iiris Tarnanen (tue-evening & sat)
Pisan kartano	Vanha Pisantie 16	Ulla Koskinen
Soukka	Yläkartanonkuja 7 I-K*	Ulla Koskinen
Tapiola, WeeGee-talo	Ahertajantie 5	Eve Alho Tiina Forsman (thu-evening)

TEACHERS' CONTACT INFORMATION

Eve Alho	044 282 5843	Ninni Repo	050 565 9690
Tiina Forsman	044 774 0992	Iiris Tarnanen	050 565 9710
Leena Korpela	044 737 2581	Riitta Vionoja	050 355 3781
Ulla Koskinen	044 709 5938	e-mail: first name.last name@juvenalia.fi	

LESSON TIMES

Lesson times for each teaching location are to be found on our website.

USER CODES TO OUR WEBPAGES

Username and password for signing in to Juvenalia webpages:
username: **oppilas**, password: **oppilas1977**

TUITION FEES

90 min.	200,-
60 min.	142,-
30 / 45 min.	113,-

Registration fee	5,-
Overdue notice fee	5,-

Juvenalia support association membership fee 20,- (voluntary)

FAMILY MEMBER DISCOUNTS

For the first sibling -25% and for the second and following siblings -50%. These discounts do not apply to open department students

REGISTRATION FEE

Is to be paid only for new students and those Music Playschool students who have been away for over a year.

FEE REDUCTIONS

Applications for a reduced fee should be addressed to the board of Juvenalia by the 15th of September. Reductions are not possible for fees of 113 Euros or less. The application form is available on our webpages under "Lukukausimaksut" by clicking on "Maksualennushakemus."

JUVENALIA MUSIC PLAYSCHOOL TERMS FOR A FEE EXEMPTION

If the city of Espoo has decided that the family pays zero Euros for the child's daycare, the child is eligible for exemption from the music playschool semester fees. In order to get the exemption, the family must submit a copy of the city's day care fee decision to Juvenalia by September 15.

SUPPORT ASSOCIATION

Juvenalia Music Institute is maintained by the support association Musiikkiopisto Juvenalian kannatusyhdistys ry.

The annual membership fee for the support association is 20 EUR, which covers membership for the calendar year.

Your membership dues help to support the institute, for instance by helping us acquire instruments that are loaned to students. In addition, members have the right to vote at association meetings, and can thus help to influence decisions.

JUVENALIA MUSIC INSTITUTE HOLIDAYS

Fall break	17. –22.10.2016
Christmas break	22.12.2015–8.1.2016
Winter break	20.2.–25.2.2017
Easter break	13.–17.4.2017
First of May	30.4.–1.5.2017
Ascension Day	25.5.2017
Soitinpolku	17.5.2017

The holiday times for the Music Playschool department may differ from the official holiday times for the Music Institute. Your own teacher will inform you about the exact dates.

COMMUNICATING ABOUT MATTERS CONCERNING YOUR STUDIES AT THE MUSIC INSTITUTE

Please promptly inform your teacher directly if you cannot attend a lesson, preferably by text message.

If you have to cancel your registration, you must immediately inform both your own teacher as well as the office. We will not reimburse student fees which have already been paid.

Changes of address or other contact information must always be promptly communicated to the office to pirjo.torma@juvenalia.fi as well as to your own teacher.

LESSON CANCELLATION POLICES AT JUVENALIA

When a student cancels a lesson, the teacher is not obliged to make up the missed lesson. In case of the teacher being ill and cancelling a lesson/lessons, we make efforts for the teacher to make up the lesson at a later time or a substitute teacher will be arranged to give the lesson/lessons lost.

For music play school students, the maximum number of lessons a student might lose due to the teacher being ill during an academic year are as follows:

- Day care center music play school students 1 lesson per academic year
- Other music play school students 2 lessons per academic year

If a teacher cancels a lesson due to personal reasons, the teacher is under the obligation to make up that lesson at another suitable time.

INSURANCE

The students of Music Playschool are covered by our accident insurance while in class.

OTHER

At the beginning of each semester we give out fliers with the dates of all of Juvenalia Music Institute concerts. You are warmly welcome to attend these concerts!

Every year, the Music Playschool department produces joint concerts with the young musicians of the Music Institute at venues such as Sellosali and Tapiolasali.

If you wish to start playing an instrument, the entrance examinations for preparatory instrument training for under-school-age children will be held 30.5.–1.6.2017. Remember to register in advance!

For additional information about Juvenalia Music Institute and its many activities, please visit www.juvenalia.fi and Facebook.

CANCELLING YOUR STUDENT PLACE AT JUVENALIA

The deadline for cancelling your student place without expenses to you is July 31 by e-mail to pirjo.torma@juvenalia.fi. If you cancel after that date, you will still have to pay the Fall semester tuition fee in full. If you wish to end your studies at Juvenalia permanently or temporarily at the beginning of the Spring semester, you must inform the Juvenalia office (pirjo.torma@juvenalia.fi) about this no later than December 15. If you do not meet this deadline, you will have to pay the Spring semester tuition fee in full (exceptions will be made in cases of a serious illness or an unexpected move away from the greater Helsinki region. If the student is a minor, the cancellation can only be made by their parent or guardian. A cancellation of a student place must always be done in writing (a letter or an e-mail) to the Juvenalia office (pirjo.torma@juvenalia.fi). Informing your instrument teacher about ending your studies at Juvenalia is thus not enough.

OFFICE

Monday-Friday 9-16
Soittoniekanaukio 1 b
02600 Espoo
p. 044 745 6537 or pirjo.torma@juvenalia.fi

www.juvenalia.fi

NOTICE...

ke 30.11. klo 18.00 Karasalissa
ma 28.11. klo 17.30 & 18.30 Tapiolasali

Soitinvalmennusosaston syyskonsertti
Kaikenmailman tonttuja