



# ETHOS MUSIC CENTER MUSIC CORPS CLASS REQUEST FORM

## CONTACT INFO

school/organization name		contact person/title	
phone	fax	email	
mailing address		city/state/zip	
location of classes (if different than mailing address)		space/room available for classes	
special needs/interests?		instruments available on site?	

## CLASS INFO

Please list which class(es) your school wants to offer and which grades the class will be offered to. List at least three preferred class times for each separate class. Be sure to check our restrictions on grade levels and class size limits for each class. If for any reason Ethos cannot coordinate a class time that fits your schedule we will refund your full scheduling deposit. Use a separate form if registering for more than two classes. If you are unsure of what classes to offer or would like suggestions, please feel free to contact Ethos' Office of Outreach at (503) 283-8467 ext. 3# or 7#.

class type	day/time (1 <sup>st</sup> choice)	day/time (2 <sup>nd</sup> choice)	day/time (3 <sup>rd</sup> choice)		
grade(s)	# of students	# of hours/week	# of weeks	preferred start date	preferred end date
class type	day/time (1 <sup>st</sup> choice)	day/time (2 <sup>nd</sup> choice)	day/time (3 <sup>rd</sup> choice)		
grade(s)	# of students	# of hours/week	# of weeks	preferred start date	preferred end date

## PAYMENT

funding source (ex. PPS, SEI, etc.)	% of students at school eligible for free/reduced price lunch (for public schools only)	
contact name for invoices, payments and other financial matters	phone	fax

**A \$50 scheduling deposit per class is required in order to begin the scheduling process—please submit your payment to Ethos Music Center along with this request form.** You will be contacted at least one month before your preferred start time on the availability of your class(es).

*I have read, understand and agree to all of the Music Corps site responsibilities as stated in Ethos' Partnership Guidelines:*

signature	name (please print)	date
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**Please mail or fax this form along with your \$50 scheduling deposit per class to Ethos Music Center/Office of Outreach at the address below *at least five weeks before your preferred start date.***