



MA in Music, Music Education Concentration - Student Agreement Form

PLEASE NOTE: You will not be enrolled in MA in Music – Music Education classes until this agreement has been signed and returned either via hard copy/mail to the Music Department at Eastern Illinois University, 600 Lincoln Avenue, Charleston, IL 61920 OR scanned and returned to dlarson@eiu.edu. Please mark each point below indicating your understanding.

COMMUNICATION:

_____ I understand that all communication, including correspondence regarding tuition, course information, enrollment, drop deadlines, as well as payment information and receipts, will be conducted through my Eastern Illinois University (EIU) email account.

_____ I will check my EIU email account regularly for correspondence from the university, School of Extended Learning, and from the Department of Music.

_____ If I need technical assistance with my email account, I will contact PantherTech at 217-581-4357 (217-581-HELP).

TUITION WAIVERS:

_____ Because this program is administered by the School of Extended Learning, I understand that Tuition and Fee Waivers and scholarships cannot be used because this program is sponsored by agencies that are not under obligation to fulfill financial renunciations issued by Eastern Illinois University or its affiliates. **Military** must notify the School of Extended Learning to use Military waivers or benefits.

PAYMENT:

_____ I understand that payment will be made through the EIU student account system and that I may receive notification of bills through my EIU email account, not my personal email account.

_____ I understand that I need to check my EIU email account for tuition/fee payment information.

_____ I understand that any financial aid received will be reflected on my student account. If financial aid is not reflected, I will contact the financial aid office at 217-581-6406.

ENROLLMENT/DROPPING A CLASS:

_____ I understand that once accepted into the program, I will be automatically enrolled directly into the recommended class(es) each semester.

_____ I understand that I must communicate with the Department of Music prior to the drop deadline for the semester if I DO NOT wish to participate in classes in a given semester.

_____ I understand that if classes are not dropped by the drop deadline date, I will be financially responsible for payment of the course. Course drop dates can be found at <https://www.eiu.edu/registra/course-dropdates.php>.

COURSE PARTICIPATION:

_____ I understand that course participation throughout a term/semester is mandatory for all courses in which I am registered. Any exceptions must be approved by the instructor in advance unless it is an emergency that meets the guidelines of Eastern Illinois University. Documentation may be required.

_____ I understand that online classes may have synchronous requirement that will be made clear at the beginning of the semester and that I am expected to participate in synchronous components.

SUMMER RESIDENCY:

_____ I understand that attendance at one summer residency on campus for one week is a requirement for successful completion of the program.

_____ I understand that the next summer residency will take place Friday, July 12, 2024 – Thursday, July 18, 2024 on the campus of EIU. I am financially responsible for transportation to/from EIU, housing during the residency, and some meals.

STUDENT I.D.:

_____ I understand that my EIU Student ID card will be sent to me once I have been admitted and registered for classes.

By signing marking each point above and signing below, I agree that I understand and will abide by the terms of this student agreement.

Student Signature

Student Name (Please Print)

Date

E#

MA in Music – Music Education Concentration

