

**THE COLLEGE OF PIPING &  
CELTIC PERFORMING ARTS  
OF CANADA  
REGISTRATION INFORMATION  
2011-2012**

## ***Mandate***

**B**ased in Summerside, Prince Edward Island, The College of Piping & Celtic

Performing Arts of Canada has developed a world-class reputation as an International school of excellence in Highland Bagpiping, Scottish-style Drumming, Highland Dancing, Celtic Step Dancing and returning this year, Celtic Fiddle Workshops. With a mandate to preserve and promote the Celtic heritage of Canada's most Celtic province, Prince Edward Island, The College of Piping & Celtic Performing Arts of Canada ignites passion in the hearts and minds of students and visitors alike!

## ***Administration***

Karen Hatcher *Executive Director*  
karen.hatcher@collegeofpiping.com  
James MacHattie *Director of Education*  
james.machattie@collegeofpiping.com  
Nancy Pitre *Bookkeeper*  
nancy.pitre@collegeofpiping.com  
Jane Dunn  
*Gift Shop Manager/Registrar*  
jane.dunn@collegeofpiping.com

## ***Principle Teaching Faculty***

Kylie MacHattie *Bagpiping*  
Chris Coleman *Drumming*  
Kearsney Smith *Highland Dance*  
Samantha MacKinnon *Step Dance*

## ***Registration***

*Office Hours:*

Monday to Friday 9 am to 5 pm

New and returning students must contact the Registrar's Office to complete a registration form before teaching may begin.

Registration forms are available online at [www.collegeofpiping.com](http://www.collegeofpiping.com). They can also be picked up at The College of Piping's main office or from The Registrar.

Students may register in person, by mail or on the phone

A student's name will only appear on an instructor's schedule after the tuition has been paid/partially paid.

## ***Payment of Fees***

Weekly lessons commence the week of September 12, 2011, and continue until June 15, 2012.

Tuition may be paid in full upon registration.

Tuition may also be paid in two installments. The first installment is due upon registration. The second installment will be due December 16, 2011. Each installment is 50% of the total fee.

Payments may be made by VISA, Mastercard, Interac, personal cheque or cash. Cheques must be made payable to "The College of Piping".

A charge of \$30 will be levied against all cheques returned for insufficient funds. The student may not continue lessons until the account has been paid up to date.

The College of Piping will not reserve space for a student until a signed registration form and payment have been received.

Once registered, no refund will be issued if a student decides to withdraw from the program for any reason.

### ***Tax Incentive***

As the College of Piping is an educational institution, GST or HST is not charged.

Retain your Highland Dance and/or Step Dance receipts for the Federal Children's Tax Credit.

### ***Requirements for Study at The College of Piping***

All new piping & drumming students must purchase chanter, drum pads & sticks from the Registrar at time of registration.

A first year Highland dancing student can use gymnastics slippers. A second year student must purchase a pair of Highland dancing ghillies. They are available for sale at the College of Piping Gift Shop.

A first year Step student can wear hard soled shoes.

Please contact your instructor for instructional books you may have to purchase.

### ***Policies***

#### *Account Status – Lessons*

Only students who have paid tuitions in full or installments will be permitted to attend lessons.

#### *Account Status*

Students whose accounts have fallen in arrears are not permitted to apply for or receive scholarships or awards.

#### *Missed Lessons*

No make-up lesson, refund or deduction can be given for lessons missed by the student. The registrar and instructor must be notified by phone and/or e-mail when a student cannot attend a lesson for any reason and a note must be presented to the instructor upon the next lesson. Any student who misses five lessons will be asked to leave the program at the discretion of their instructor.

#### *Unscheduled Closings*

If The College of Piping must close due to conditions beyond our control, such as severe weather, lessons will not be re-scheduled and refunds cannot be issued. The College aligns with the Western School Board for statutory holiday closures; however, the College does not necessarily follow the School Board closures for severe weather.

#### *Notification of Cancelled Lessons*

Lessons cancelled due to severe weather will be announced on CBC Charlottetown (96.1), K-Rock 105.5 FM, Ocean 100.3 and Magic 93 FM. It is the responsibility of the student, parent and/or guardian to listen for these announcements. In addition, any cancellations will be posted on the College's Blog on the website – [www.collegeof-](http://www.collegeof-)

pipng.com. Decisions on cancellations, closure, etc., are made independently of other educational institutions.

*Termination/Refusal of Tuition*

The College reserves the right to terminate or refuse tuition of any student if, in The College's opinion, it is in the best interests of The College and/or the student.

*Withdrawal/Refund Policy*

Once registered, no refund will be issued if a student withdraws from the program for any reason.

*Insufficient Enrollment*

We reserve the right to cancel any class if registration is insufficient. In that event, all fees and tuition will be refunded in full.

*Consideration of Others*

Our Board of Directors, administration, faculty and volunteers are committed to treating everyone with respect and fairness. We invite our students and their parents to do the same.

*Scent Free Policy*

We are a scent-free educational facility. Please be considerate of others.

## ***Why be a Student at The College of Piping***

It's a really fun, educational experience where students and families have the chance to learn Celtic music and dance in a setting that promotes Celtic culture.

Your teachers are highly qualified certified professionals and/or recognized performing and teaching experts in their respective disciplines.

Scholarships and awards are offered in all disciplines to recognize excellence, encourage further study and development, and assist parents with tuition costs. For more information about funding a scholarship, please contact us at 1-877-BAG-PIPE or [info@collegeofpiping.com](mailto:info@collegeofpiping.com).

## ***Available Awards***

The Doug and Debbie Hall

Pipe Band Scholarship

The Doug and Debbie Hall

Excellence Award

The Dr. Bill Barnett Award

The Munro Family Award

Marion Riehl Award

The Ernest Shaw Memorial Award

Workshops are given with nationally and internationally recognized artists.

The College of Piping Concert Hall and Mary Ellen Burns Amphitheatre are beautiful, professional venues for recitals, ceilidhs, concerts, etc.

There is a December and June Recital where students get to perform for their families, learn about other Celtic disciplines and meet other College of Piping students.

There is an opportunity to join one of the The College of Piping Pipe Bands and The College of Piping Dance Company

There is an opportunity to audition and perform in Highland Storm, one of the most successful stage productions on Prince Edward Island and arguably one of the best Celtic music and dance shows in the world.

The College of Piping has large, professional studios for teaching, learning and practicing. Please contact the Registrar for current rates.

We encourage students, instructors, and parents to communicate with each other and with Administration.

We work in a vibrant atmosphere of artistic activity and collegiality.