

Music Facilities Services Fee (MFSF) Application
YELLOW CARD: Music, Ethnomusicology, Music History Majors

Circle the quarter for which you are applying:

Today's Date: _____

If selecting the "Automatic Billing" option at the bottom of this page,
Please circle the quarter for which you are applying for automatic billing

FALL WINTER SPRING SUMMER

Name: _____
Last First

UID: _____ - _____ - _____

Telephone: _____

Email: _____

Primary Instrument: _____

Year: FR / SO / JR / SR / GRAD / NA

Major(s) and Specialization(s): _____

Reservation Plans (please check the plan you would like)

- \$57 Basic Card (includes 2 reservation hours a week, Monday – Friday, 9am – 5pm)
- \$86 late locker renewal/retrieve confiscated belongings

If you need more reservation hours, you can add the following to your BasicCard:

- additional \$17 (5 hours total)
- additional \$34 (10 hours total)
- additional \$51 (15 hours total)
- additional \$68 (20 hours total)

- replacement key (\$29)
- replacement card (\$23)

TOTAL AMOUNT: _____

Lockers

- RENEW the locker I currently have. Locker # _____
- GET a new or additional locker. It will need to fit a _____.
- SWITCH lockers. It will need to fit a _____.

Payment will be billed to your UCLA BAR account

- I understand, and agree, that payment will be billed to my UCLA BAR account

Automatic Billing

- Would you like to be automatically billed each quarter, September through June? (you will be able to change or cancel this request by the end of the second week each quarter; applies to BAR account payment only)

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All students using practice rooms, studios, and classrooms in Schoenberg Music Building (SMB) for voluntary individual or ensemble practice will need to purchase a MFSF Card, which entitles the holder to unlimited use of any unoccupied practice room at any time. Students purchasing a MFSF Card can be assigned a locker free of charge, if available.

Although you do not have to reserve a room to use it, we offer 2 hours a week for everyone. Rooms can be reserved Monday through Friday, 9AM to 5PM (mfsf.music.ucla.edu). For an additional fee (see front), you may reserve 5-20 hours per quarter. Students who wish to change or cancel their MFSF package have until the end of second week of the quarter/session to receive a full refund. Students who had their cards confiscated or lost practice room access will not receive a refund.

More information about reserving classrooms, ensemble rooms, and departmental spaces can be found under the "Facilities" page on the School of Music website.

Agreement

My signature below indicates that I agree to comply with the Department of Music's policies regarding the use of practice room facilities in the Schoenberg Music Building (SMB), including practice rooms, classrooms, studios or any area inside SMB, for voluntary individual or ensemble practice. Violations of practice room policies may result in the suspension or loss of practice room privileges.

- If you change majors, do not renew your card, or if you are non-major and drop a HASOM course during the quarter, you will be asked to surrender your MFSF card and key immediately.
- Your MFSF card must be displayed at all times in all SMB spaces used for voluntary individual or ensemble practice.
- Practice room windows may not be covered/blocked
- Holding of rooms for more than 10 minutes is strictly prohibited. Cards left in rooms unattended for longer than 10 minutes will be confiscated by the Community Service Officers (CSOs).
- MFSF cards are non-transferable.
- Room schedules must be observed.
- Practice rooms and instruments are not to be defaced or abused in any way - report violations to the Front Office (SMB 2520).
- Nothing can be placed on the pianos (cases, backpacks, computers, etc.)
- Eating/drinking (except water) in practice rooms is prohibited.
- Practice rooms are not to be used for storage, sleeping, etc.
- MFSF cards must be surrendered upon demand, at any time.
- Lost MFSF cards must be reported immediately to the Front Office (SMB 2520).
- There is a \$23 replacement fee for a lost MFSF card and a \$29 fee for a lost practice room key.
- Full cooperation with the CSOs is expected.

Applicant Signature

Date

Please return the completed form to Virginia Pettis in the Main Office (2520) of Schoenberg Music Building, or send to: vpettis@schoolofmusic.ucla.edu