DEPARTMENT OF PERFORMING AND VISUAL ARTS
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HOUSTON, TEXAS 77090

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**PRIVATE LESSON PAYROLL FORM**
**2021-2022**

****If we do not have a Private Lesson permission document on file for any student listed, we *cannot* pay for lessons taken. Check with campus director.**

**Music Tutor Name: _____ Employee ID (*NOT* SSN): _____**

**Campus: _____ Circle Group: Band / Choir / Other _____**

**Date of Lesson: _____ Circle: Vocal / Instrument Type _____**

| Print Student First & Last Name | Student Signature<br>****Student* MUST sign for payment** | Length of Lesson in Minutes |
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*** _____ **Director/Supervisor Signature**

(REQUIRED FOR PRIVATE LESSON PAYMENT)

***PRIVATE LESSON TIME SHEETS MUST BE TURNED IN WEEKLY TO YOUR PROGRAM'S DIRECTOR****

***PVA USE ONLY*: TIER/RATE_____ BUDGET CODE: _____**

**Total hours worked: _____ Total Amount Due: $_____**