

Studio Policy Agreement

Payment

- 60 minute weekly lessons (private with lab time) are \$115 a month and 30 minute preschool classes are \$80 a month
- Payment is due by the last lesson of the month for the following month. **Rates remain the same even if a student is unable to attend a lesson.**
- If payment has not been made by the first of the month, a \$5 fee will be applied to their tuition.
- If payment is one week late, then you/your child will not continue lessons until payment has been made and your time slot will be available to our waiting list.
- Our rates cover 48 out of the 52 weeks in the year. The teacher may take off up to two weeks for personal time (including the week of Christmas or if sick). If the teacher needs to take off an additional week (which will be rare), a makeup will be offered. The remaining two weeks can be missed (if sick or on vacation) by the student. If they are able to attend all lessons, these two weeks will be included as bonus lessons instead. The monthly payment will remain the same if a student takes off more lessons than covered by tuition.
- **Students are paying for their time slot/a space in the studio, NOT for the number of lessons the student attends.** If lessons are missed, they are still paying for the cost to run the studio (books, materials, piano maintenance, awards, etc.).
- Additional recital fees or other costs may apply. Refunds are not given out for additional fees.

Makeup

- Only if the teacher has an additional time slot available from another student's lesson, the student may use that slot to makeup for their missed lesson. The parent needs to give at least 24 hours in order to qualify for a makeup. If there is not another available slot to reschedule during that week, the student will not be able to makeup their lesson.
- **Since the student is paying for their time slot and not for the additional makeup time, makeups are only offered as a bonus when available. A missed lesson does not guarantee a makeup.**
- Tuition covers two missed lessons a year by the student (mentioned earlier underneath "Payment").
- Refunds are not given out for missed lessons.

Discontinuing lessons

- If a student needs to discontinue lessons, please **give at least a two weeks notice** so we can fill their slot from our waiting list. If a student wants to resume lessons, we will add them onto the waiting list until a new slot becomes available for them.

The teacher may change policies at any given point of time but you will be notified in advance if it happens. Price increases occur every year or every other year to account for inflation and competition rates. If policies are not followed then it may lead to cancellation in lessons by the teacher.

I have read all of the policies above and I agree to them and will follow them.

Parent/Student Signature _____