

1999

## STUDIO POLICIES:

### PIANO STUDIO OF \_\_\_\_\_

**Private Lessons:** Most students are scheduled for 45 minute lessons, although 60 minute lessons are recommended for advanced students and are an option for all students. The 30 minute lesson is offered only for very young children.

**Missed Lessons:** Lessons missed due to illness will be made up at a time agreed upon by teacher and student if I am notified before lesson time and as far ahead as possible. Refunds will not be offered (make-ups at teacher's discretion) for lessons missed due to family vacations during a regularly scheduled term. In the event that a VERY IMPORTANT school or church activity conflicts with the lesson time, it is suggested that the student try to arrange a lesson exchange with another student.

**Schedule:** Lessons are scheduled weekly throughout the school year in two 16 week terms. A shorter summer term of 6 weeks will be scheduled with the student selecting available weeks. Regular attendance is essential for progress and the lesson time needs to be given priority. There will be two scheduled vacations during the year--two weeks at Christmas/New Years, and one week in the spring. No lessons will be given on Thursday and Friday of Thanksgiving week. A more specific schedule will sent home at the beginning of each term. If a student needs to terminate lessons, at least two weeks notice should be given. New students may enroll after a term has begun with tuition adjusted accordingly.

**Studio Classes:** Several times throughout the year, group studio classes are scheduled to give students an opportunity to play for each other, to prepare for auditions, and to discuss topics of interest. It is important for students to participate in these activities. There is no additional fee for studio classes.

**Fees:** Tuition for each term will be divided into equal monthly payments to be paid at the beginning of each month. A statement will be sent home the last week of the month including the amount due for the next monthly payment and books received in the past month. Tuition will be spread across the 11 months from September through July in equal payments:

Hour lesson--11 payments @ \$\$ (Fall term: \$\$, Winter term: \$\$, Summer: \$\$)

45 Minute lesson--11 payments @ \$\$ (Fall: \$\$, Winter term: \$\$, Summer: \$\$)

30 Minute lesson--11 payments @ \$\$ (Fall: \$\$, Winter term: \$\$, Summer: \$\$)

Discount for paying full tuition at beginning of term: 5%

Discount for third student in one family: 5% of lowest tuition student

**Performance Opportunities:** A recital is held annually in the spring or early summer for all students to participate in. In addition students are encouraged to play in church (prelude, offertory, special music) and school events as much as possible. Please advise me of dates and events so that we can have you well prepared for any performance. Students are strongly encouraged to participate in Piano

Guild Auditions, Junior Festival, and in other auditions, performances, and competitions available to them.

Adult Students: Special considerations may need to be made on an individual basis regarding scheduling. However, any student will be charged for lessons that are not canceled a reasonable time before the scheduled lesson. Consistency in attendance and daily practice is very important to achieving rewarding results! Performance is encouraged for adults but is not required.