

1999

POLICY *Teacher* PIANO STUDIO

Musical education is an investment in a lifetime of enjoying music. An appreciation for and understanding of music cultivates both creative and intellectual growth. Because I believe that music education is very important for your child, I have established the following policies for my studio.

1. My lesson fees are as follows: \$\$ monthly for one sixty-minute lesson per week, \$\$ monthly for one forty-five minute lesson per week, or \$\$ monthly for one for one thirty-minute lesson per week.
2. The fees for lessons are to be paid monthly on the 1st day of each month. Payments may be made by cash, check, or money order. Receipts will be provided for your records.
3. You are responsible for paying for the cost of your child's music and any supplementary materials (such as flash cards, theory workbooks, etc.). This cost is *in addition* to the lesson fee. If you have a specific budget, please let me know. When music and/or materials are purchased for your child, I will provide you with an itemized list of said music and materials and their cost, including sales tax. Payment for music and supplementary materials is due no later than the next scheduled monthly payment for lessons.
4. Lessons should be missed *for illness or emergencies only*. Such occasions should be infrequent. *For the health of all concerned, please do not come to your lesson if you are ill*. I will schedule make-up lessons when illness interferes with your attendance.
5. If I am given notice twenty-four (24) hours in advance of lessons which conflict with other special activities, such as school programs, medical appointments, etc., the lessons may be rescheduled for a mutually convenient time. Any lessons missed due to my illness or scheduling problems on my part will be rescheduled for a mutually convenient time. Both scenarios should be infrequent.
6. "No shows" and cancellations other than as described above will be charged as though the scheduled lesson was attended.

Those students who were previously paying their lesson fees weekly will note that my policy has changed. Requiring monthly payments is not to cause hardship to anyone, but, rather, is intended to bring my studio in line with the current practice of other teachers' studios in the area, and so that I can accurately predict my monthly income from teaching.

Please remember that, although I want to make studying music enjoyable for your child, studying music also involves work. Regular practice is essential for any student's progress, no matter how naturally gifted he or she may be. Do your best to work with your child in setting up a daily practice schedule, as this will help him or her to get into the habit of practicing without having to be reminded, and it will also help to insure that you are getting your money's worth out of music lessons.

I sincerely hope that the combination of my teaching and your encouragement and discipline at home will make studying music a wonderful experience for your child. Please sign below, indicating that you have read the policy and agree to its terms, and return it to me. I will provide you with a copy of the policy to keep for your reference. If you have any questions or concerns, please do not hesitate to let me know, as I will be glad to discuss them with you.

Sincerely,

Teacher, Instructor

I have read and agree to the terms of the policy printed above.

Date, Signature of Parent

Date, Signature of Student