

Updated July 2003

Teacher

Address, Phone, Email

## STUDIO POLICY

Welcome, students and parents, to my piano studio!

### INTRODUCTION

There is a lot of hard work involved in learning to play the piano, but the rewards are many: self-esteem and confidence, intellectual growth and maturity, perseverance toward a long-term goal, joy, pride, poise, coordination, discipline, concentration, and satisfaction with a job well done. But, most importantly, it is fun to play the piano and is a skill that can last a lifetime. It takes commitment, though, from the parents as well as the student and teacher. The combined efforts of parent-student-teacher always produce a superior result. We are a TEAM!

You as parent:

Provide a tuned instrument in a well-lighted, quiet area as free from distractions as possible. Encourage good practice habits. Work out a practice time in the best interest of your family and your child. (A set time each day works well.) Younger students should have daily practicing, supervised, if possible. Give lots of praise for accomplishments.

You as student:

The actual work of learning the piano--and the credit for success--rests with the student. Even the wisest and most competent teacher cannot master the piano for a student. This is a great opportunity to develop discipline--to learn to schedule priorities and to understand there is not always enough time in the day to do everything, but to choose wisely those activities that are important. The piano requires the ability to study independently. Set aside a certain time each day to practice. This can be divided into 2 or 3 sessions. Remember, the lesson is no better than the effort you put into it. Relax and have fun learning a new skill and a new expression!!

Myself, as teacher:

My personal goal is to give my students the tools to use their emotions and intellect for discovering the special world of music. Since my own personal experience as a teenager ended with stopping lessons due to being forced to play unsuitable repertoire, my focus is always on developing the individual student's interests and abilities along with a well-rounded musical education. It is also important to me that the students be encouraged to play and share their music with others and to become good listeners as well as performers. Most importantly, my goal is to create a genuine love for music so that they will want to continue learning long after lessons have ceased and will enjoy music for a lifetime!

### TUITION

Tuition for a 45-Minute Lesson is computed for 10 months, payable in 1, 2, 4, or 10 equal payments, and includes 35 private lessons and 3 Workshops. Tuition payments are NOT based upon the number of lessons (whether 2, 3, 5, etc.) in a given month. It is a yearly fee, indicating a commitment to study for the entire year. This includes the teacher's total involvement as a music educator as well as time spent in lessons. Payment plans available are:

10 Equal Monthly Payments (September through June) - \$XX/Month  
These are due at the first lesson of the month.

4 Equal Quarterly Payments (September, November, February, April) - \$XXX/Quarter. These are due at the first lesson of these months.

2 Equal Semi-Annual Payments (September & February) - \$XXX/Semester. This includes a 3% early payment discount and is due at the first lesson of these months.

1 Annual Payment - \$XXX/Year. This includes a 5% early payment discount and is due at the first lesson in September.

There will be a \$25 activity fee to cover the cost of the music folder, Piano Explorer subscription, music library materials, Recital expenses, etc. This is due at the first lesson.

## MAKEUP LESSONS & CANCELLATIONS

Tuition reserves your spot on the teacher's schedule, whether or not the student attends the lesson. Attendance remains the responsibility of the student. There will be one makeup lesson allowed between September and December and two between January and June. Makeup lessons CANNOT be guaranteed to be private. Students may be grouped together (not more than 4 at a time) for a group lesson (one hour in length) covering theory, rhythm skills, etc.

In the event a conflict arises, you are welcome to use the Lesson Exchange List to switch lessons with another student. If you do not want your phone number to be included on this list, please check off the appropriate line on the Acknowledgment below. Any other changes will be the responsibility of the student. If there are extenuating circumstances, such as extended illness or a teacher cancellation, credit will be given to your account.

## PRACTICE

"You get out of it what you put into it!" Learning to play the piano requires dedication and discipline. The amount of time spent in a practice session may vary, depending on the goals for the session or for the week. The time spent should be thoughtful, concentrated practice because practice makes permanent. What counts is quality time, not quantity!!!

## PIANO MAINTENANCE & EQUIPMENT

Keep your piano in good working condition (all keys and pedals working, etc.) and have it tuned at least once a year. The results--increased student interest and motivation to play--are well worth the expense. Each student also needs to have a working metronome. This is an important practice tool and is an investment the student will use forever. Please bring a large spiral notebook to the lesson. I will provide a folder for loose sheets.

If you are considering the purchase of a used piano, it is worth the small appraisal fee to have a technician look over the piano for cracks in the soundboard, water damage, broken parts, etc. He/she also can advise you whether the price asked is appropriate and how much you probably will have to spend in the next five years in extra repairs because it is a used instrument.

**PARTICIPATION** Students are expected to perform in workshops, the National Guild of Piano Teachers Auditions in the spring, and the Student Recital. These are an important part of your musical education. Shore Music Educators Association Evaluation in the spring is also highly recommended. There will also be other opportunities available for those interested. Attendance at recitals, symphonies, concerts, etc., is also encouraged.

## COMMUNICATION

Please feel free to contact me at any time about your child's progress or about difficulties. With children, parental involvement is the best insurance of success.

## TERMINATION

Please give 30-days advanced notice if a child plans to stop taking lessons. Students that withdraw within the term, and wish to return, will be put on a waiting list.

DISMISSALS Regrettably, I will have to dismiss a student for repeated failure to prepare assigned material, disruptive behavior, or continued failure to pay tuition on time.

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Dear Parents:

Thank you for giving me the opportunity to teach your child. I am keenly aware of the responsibility that is mine and will do my best to be deserving of the trust you have placed in me.

Please read, sign and return the following Studio Piano Policy Statement to me as soon as possible. Thank you very much.

Teacher

## ACKNOWLEDGMENT

I have read and understand the Studio Piano Policy Statement and agree to abide by its terms.

(Check one) Please include my telephone number on the Lesson Exchange List.

Please do not include my telephone number on the Lesson Exchange List.

Parent Signature Date

Address

Daytime Phone

Evening Phone

E-Mail Address