



# STUDIO POLICIES & TUITION 2024-2025

## TUITION

**Full-Time Enrollment:** In our piano studio, “full-time” students meet on a weekly basis with the teacher for private lessons. Students will pay tuition for the semester in equal monthly installments.

**Part-Time Enrollment:** Alternatively, students may elect one of the following part-time enrollment options:

- **Bi-Weekly Enrollment:** The student will have automatically booked lessons every other week for the duration of the semester.
- **On-Demand Lessons:** The student can schedule individual lessons without fixed regularity, and availability will not be guaranteed.

**Tuition** rates for the Fall and Spring semesters are listed in the tables below:

Lesson Length	Per Lesson	Monthly Payment	Fall Tuition (4 Months)	Spring Tuition (5 Months)
30 min	\$35	\$140	\$560	\$700
45 min	\$50	\$200	\$800	\$1000
1 hour	\$70	\$280	\$1120	\$1400

**Monthly payment:** Students will receive an invoice every four weeks for their monthly payment when it is due. The student is not obliged to pay until *after* receiving the invoice. The invoice may be delayed due to time constraints or other complications with processing. On the invoice, students will see the 4 prior lesson dates they are being charged for, along with any alterations due to cancellations, make-ups, or otherwise.

**Semester-End Deposit:** At the beginning of each semester, students are required to submit a semester-end deposit covering the last four lessons of the term. Since the monthly payment is not prorated for lessons in advance, the **semester-end deposit** is the only advance payment required.

**Early Withdrawal:** Students are required to give 30 days' notice to withdraw before the end of the semester from the studio. Once the student gives the teacher notice of early withdrawal, the semester-end deposit may be applied to any four lessons scheduled on or after that day. The semester-end deposit will not be eligible for application to lessons before the notice of withdrawal.

## SEMESTER PERIODS AND BREAKS

### Fall Semester:

First Day: Saturday, August 17

Labor Day (open): Monday, September 2; we are open, but can reschedule.

Thanksgiving Break (closed): November 25-29; Saturday students will elect either 23<sup>rd</sup> or 30<sup>th</sup> to have off.

Last Day: Friday, December 13. Though this marks the end of the "Fall Semester" for our studio, I will be available for lessons on demand through the 21<sup>st</sup>.

### Spring Semester:

First Day: Monday, January 6

MLK Day (open): Monday, January 15; we are open, but can reschedule.

Spring Break (closed): March 17-21; Saturday students will elect either 15<sup>th</sup> or 22<sup>nd</sup> to have off.

Memorial Day (closed): Monday, May 26; canceled lessons for this day need to be made-up.

Last Day: Saturday, May 31

**Summer:** Lessons are provided on demand when available.

## CANCELED LESSONS AND REFUNDS

**Full-Time Student Cancellations:** If a full-time student needs to miss a lesson for any reason, the lesson will still be charged. The student is entitled to a free **makeup lesson** for any missed lesson unless the student gives no prior notice. A makeup lesson can either be scheduled on a different day of the week, or it can be added as extra time to the student's regular lesson. The student's regular lesson cannot be credited as a makeup lesson for a previous day. The teacher will attempt to follow up about scheduling makeups with the student, but ultimately it is the student's responsibility to request and schedule the makeups they are owed.

**Part-Time Student Cancellations:** If a part-time student needs to miss a booked lesson for any reason, the lesson may be canceled without charge only if the teacher receives at least 2 days' notice. This gives the teacher a full day to make changes to his schedule in response to the opening. If the student does not give 2 days' notice, the lesson will still be charged, but the student will be entitled to a free **makeup lesson** for that day. A makeup lesson can either be scheduled on a different day of the week, or it can be added as extra time to another lesson the student has booked. The student will not be permitted to replace any currently booked lesson with a free makeup lesson. The teacher will attempt to follow up about scheduling makeups with the student, but ultimately it is the student's responsibility to request and schedule the makeups the student is owed.

**Teacher Cancellations:** If the teacher cancels a lesson, and the student chooses not to schedule a makeup lesson, then the teacher will not charge for the lesson.

**Invoices:** Students will receive monthly invoices showing a record of completed and canceled lessons that the student is being charged for. Completed makeup lessons will also be recorded on the invoice (no charge).

**Courtesy Refunds (full-time students only):** To alleviate some pressure for perfect attendance, full-time students may be **refunded** for up to 2 missed lessons per semester. Any additional lessons that are missed or canceled by the student will not be refunded (but will remain eligible for makeup; these will cap out as seen below in "Excessive Cancellations"). Students will receive their courtesy refunds either at the end of the semester, when they withdraw, or when and if they change to part-time enrollment status as seen below in "Excessive Cancellations".

**Excessive Cancellations (full-time students):** If a full-time student accumulates 4 canceled lessons without makeups booked, the student's enrollment status will be automatically changed to **part-**

**time** for the remainder of the semester, but the student may keep his/her current weekly lesson time. At this point, for the 4 canceled lessons that do not have any makeups booked:

- The student will receive a courtesy refund for the 1<sup>st</sup> and 2<sup>nd</sup> lessons.
- The 3<sup>rd</sup> and 4<sup>th</sup> lessons will not be refundable but will remain eligible for makeup.

**Makeup Expiration:** Student cancelations are eligible for makeup anytime during the semester. Their eligibility will expire as follows:

- Fall semester makeups expire after the 2<sup>nd</sup> week of the Spring semester.
- Spring semester makeups expire after the 2<sup>nd</sup> week of Summer (i.e., right after Spring ends).

Upon expiration as stated above, student cancelations will no longer be eligible for makeup or refund (excepting the two “courtesy refunds” rendered at the end of the semester).

## TRAVEL FEE

I provide lessons primarily out of my home studio, but on occasion will make exception to travel to a student’s home or school. In such cases, there will be an additional travel fee per lesson based on the roundtrip travel time. The rate will be calculated as follows: **\$0.65 per minute** (round trip), rounded to the nearest \$5 increment.

### **Individual travel fee policy:**

If a student’s lesson is canceled by the student or teacher for any reason, the travel fee for that lesson will also be refunded. The travel fee will only apply when the teacher makes the trip.

### **Group travel fee policy:**

In some cases, I will travel to an area or location to meet multiple students that are close together. The travel fee will be divided among the participants (each individual fee rounded to the nearest \$5 increment). For this reason, if a student cancels a lesson for any reason, the student will still be responsible to pay their portion of the travel fee since I will still be making the trip for the other students. The students still benefit from this plan since they are paying only a fraction of what they would pay individually.

If a student in a group travel plan withdraws in the middle of the semester, then the travel fee will be re-negotiated and divided among the remaining students in the group.

If the teacher cancels the lesson of any individual student in a group travel plan, then the travel fee will also be refunded for that lesson even if the teacher makes the trip for other students in the group that day.

## PERFORMANCES, EVENTS, AND COMPETITIONS

Performing opportunities in the community will be presented to the student and may or may not require a registration fee. Adjudicated competitions and festivals will also be presented to the student and will require registration fees if the student decides to participate.

## BOOKS AND SUPPLEMENTARY MATERIALS

Students will need to purchase music books and sheet music for their lessons. The teacher will notify the student of what they need when it is time to purchase new books. Students may also be encouraged to purchase supplementary materials as needed.

## EXPECTATIONS FOR STUDENTS

To seriously consider and apply the teacher's instruction.

To heed their parents' admonitions to practice throughout the week.

To develop a daily habit of practicing in accordance with the teacher's instruction.

To diligently pursue the fruit of joy from their musical endeavors.

## EXPECTATIONS FOR PARENTS

To seriously consider and seek what would be best for the student's musical development.

To admonish the student to practice and pursue courses of musical development throughout the week.

To assist the student in developing a daily habit of practicing. The teacher advises that the family schedule in advance at least 5-15 minutes each day for practice, and to maintain discipline not to neglect this activity unless truly necessary.

To assist the student in their pursuit of joy from their musical endeavors. The teacher advises that the family actively consider how they may contribute in emotional support, encouragement, and admonishment to illuminate and produce the joy of music with the student.