STUDIO POLICY

**Lesson Schedule for 2023 through 2024**

* ***SCHOOL-YEAR LESSONS begin August 21, 2023***
  + **No lessons on the following dates:**
    - 9/4: Labor Day
    - 11/20-24: Thanksgiving Break
    - 12/18 - 1/5/24: Christmas Break
    - 1/15: Martin Luther King Day
    - 2/2 Friday
    - 2/19: President’s Day
    - 3/25-29: Spring Break
    - 5/27 to 31: Semester Break

PLEASE SAVE THE DATE.

* + **Christmas concert: December 17, Sunday, 2pm. Location TBA**
  + **Annual Recital: May 19, 2024, Sunday, 2pm. Location TBA**

**Tuition**

* Monthly tuition is calculated by the number of weekly lessons in a month.

Tuition may be paid through ZELLE or VENMO. (Please see attached QR codes) effective September 1, 2022.

Payment is due every first lesson of the month. A 7-day grace period will be given. Failure to pay for lessons results in one warning and a **$5 late fee fine**; further lessons are canceled if payment is not received in 13 days.

Monthly Tuition of ***private lessons:*** \*30-minute lessons = $100.00 ($25.00/lesson X the number of weekly lesson) \*45-minute lessons = $150.00 ($37.50/lesson X the number of weekly lesson)

Monthly Tuition of ***ensemble classes:*** \*1 hour = $80.00 once a week lesson.

**Cancellation Policy**

* + Your tuition pays for your reserved time in the studio schedule throughout the year.  **If you must miss a lesson, please provide a 48hour notice prior to your lesson schedule (with the exception of emergency situation) If you contact me 48hours prior I can still reschedule or credit the cost of that lesson to the following month.**
  + If the teacher must miss a lesson, I will do the same and notify you 48 hours in advance with the exception of emergency situations, we will work with you to reschedule that lesson at your convenience or credit the cost of that lesson.

**Student Drop-off**

* Students arriving late will not have their lesson time extended.  Students arriving late by more than half of their lesson period will be considered absent.
* If you need to speak to the teacher, please do so during your student’s lesson time or arrange for a meeting/phone call later.  Keeping these conversations within the designated lesson time avoids interfering with another student’s lesson time.
* For safety reason the main door will be locked shortly after the start of the class. Please make sure you drop off your child inside the hub and pick them up at the end of the class.

**Student Illness**

No student should attend lessons when sick (i.e. fever, nausea, vomiting, etc.)  I reserve the right to dismiss a student from a scheduled lesson if the student arrives at that lesson exhibiting possible symptoms of illness.

**Practice Time**

***Daily*** practice is *required* for lessons to be effective.  I will work with each student to determine the amount of time appropriate for level and age.

## Discontinuation of Lessons

I understand that, for different reasons, a student may wish to discontinue lessons with me. Please give at least two weeks advance notice of your decision. No refunds will be given for discontinuing lessons before the end of your prepaid lessons. You may give notice via email, at doremimusichub@gmail.com or by text or phone call to 607-794-4485.

**Dismissals:** I have the right to dismiss a student if any of the following circumstances occur:

  \*Failure to pay tuition on time

   \*Persistent absences

\*Uncooperative attitude (blatant disrespect, bad language, or inappropriate/inexcusable misbehavior).

    \*Lack of progress due to insufficient practice.

*Thank you for reading our music studio policy. Together, let’s create harmonious melodies that resonate for a lifetime.*

*Musically Yours,*

*Eva Martella*

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