

April's Music Studio Policy and Agreement Form

Hello students and parents! Welcome to my music studio, and I greatly look forward to working with you! Please review this studio policy as it establishes the guidelines and expectations of the studio. By signing below, you are Acknowledging and agreeing to these terms through the end of the semester.

Studio Guidelines

Lesson Length and types

30 minute lessons are encouraged for the beginner – early intermediate level students.

45 to 60 min. lessons are encouraged for the late intermediate – advanced level students. Private piano and flute lessons are offered. Topics that will be covered in this lesson are as follows: piano/flute repertoire, theory, technique, sight reading, and ear training.

Parent Involvement

Private lessons are a three-way agreement between the teacher, student and parents. It is difficult for a child to succeed if the parent is not involved. Parents are welcome to observe the lessons.

If you choose to observe your child's lesson, please do not engage in any activity that could distract from the lesson, as it is important to keep the studio space free of excess noise and distractions. Parents are also asked to help the student achieve daily practice time free from distractions, if possible.

Practice Time

Daily practice keeps students motivated and helps them recognize their accomplishments.

Students are expected to practice for at least 30 minutes per day, five days per week. As the student advances, this amount will increase. Younger/beginner students are expected to practice 15 minutes per day, at least 4 days per week.

Performances

Students are encouraged to perform as many times as possible throughout the year, as this will help them to grow as musicians and work through all the jitters that come with performing! I will offer multiple opportunities a year for your child to perform.

Lesson Times/Dropping off and picking up

Lessons are scheduled consecutively throughout the morning and afternoon. When coming to my house for a lesson, please do not enter for your lesson until your time, out of respect for the student before you! Tardiness will affect the length of your lesson. If you are late to your lesson, the lesson time will not be extended to make up for missed time. If you are coming to my house for lessons, please be punctual when picking your child up from lessons.

Attendance

Unless arranged by the teacher, a missed lesson, without contacting the teacher, will not be refunded or rescheduled. If a student must miss a lesson, you must contact the teacher no later than a week before the absence. This includes students who will miss for school reasons or vacations. If I know a week prior, then I can switch lessons around many times to accommodate different schedules. If a student becomes sick or there is a family emergency, and will miss a lesson, please text/call me ASAP.

Make-up lessons

If a lesson is missed due to teacher cancellation, the lesson will be rescheduled. If a lesson is missed due to a child being sick or family emergency, I will do my best to reschedule the lesson or have the lesson via FaceTime or Skype. If a lesson is missed without contacting me 24 hours in advance, unfortunately, the lesson will not be rescheduled or refunded. This allows me to plan ahead and do other make up lessons during your child's lesson time. If your family will be out of town for several weeks, I do offer Facetime lessons so your child will be able to keep their lesson slot. These lessons will be rescheduled, if possible. Unfortunately there is no refunding.

PAYMENT/TUITON

Tuition for each year will be divided into equal monthly payments (September-May), much like a monthly membership to a club or gym. Payment is expected at the beginning of every month. If the payment is not paid after the 10th day of the month, a \$10.00 penalty fee will be charged. Tuition payments are non-refundable. Payments are accepted as either cash, check, cash app, Venmo, Zelle, or PayPal.

For the 2024-2025 school year, the student will receive 32 weekly lessons. You are guaranteed 18 lessons from August 5th - December 20th and 18 lessons from January 2nd - May 21st. If you count them out, there are 20 weeks from August 2 to December 20th. This gives one week for Thanksgiving break with no lessons as well as schedules in a make up lesson week. You will have that week free if you are able to make it to a previous lesson. If you choose to not have that wiggle room for sick days or emergencies, you are welcome to start the second week in August.

Monthly payments are as follows for those who have multiple students enrolled in the studio: (payment for each child)

FALL 2024

August 1st - \$100
September 1st - \$100
October 1st - \$100
November 1st - \$100
December 1st - \$50

SPRING 2025

January 1st - \$100
February 1st - \$100
March 1st - \$100
April 1st - \$100
May 1st - \$50

Monthly payments are as follows for those who have only 1 students enrolled in the studio:

FALL 2024

August 1st - \$110
September 1st - \$110
October 1st - \$110
November 1st - \$110
December 1st - \$55

SPRING 2025

January 1st - \$110
February 1st - \$110
March 1st - \$110
April 1st - \$110
May 1st - \$55

**There will be no lessons the week of Thanksgiving.

April Phillips's Music Studio Student Agreement 2024-2025

Student/s Name _____

Instrument/s _____

Parent/Guardian Name _____

School _____

Grade _____

Email _____

Phone # _____

Student birthday (optional) _____

Address _____

Previous Musical Experience _____

Lesson Length: (circle one) 15 min 30 min 45 min 1 hr

Payment: (circle one) *PayPal* *Venmo* *Cash App* *Cash* *Check*

Other _____

(Please circle) I DO / DO NOT give permission for photos or videos taken during lesson for my child to be posted on my website.

Please sign below to acknowledge that you have read all studio policies and agree to all terms and conditions.

Parent/Guardian Signature

Date