



Kaori Piano School Policy 2022

Kaori Piano School offers quality music instruction to all students who have a desire to learn. In order to provide the highest level of quality and maximize the learning experience of students, the following procedures have been adopted:

- 1 Students must be courteous and respectful with an instructor, and come to the lesson on time. If not, it may cause a reduction in the lesson time, and the students will be responsible to bring their books and pencils
- 2 Students need to have an acoustic piano or 88 key electric piano to practice their homework and take lessons.
- 3 Tuition is 4 time lessons per month, due on or before the first meeting in every month. A \$15.00 late fee will be charged to payment later than the due date.
- 4 Students desire to have make up lessons or not, they take responsibility for payments for their own guaranteed lesson time for 4 lessons per month regardless of the presence or absence.
- 5 A student is offered a make-up lesson with at least 72 hour notice. A student will have a make up lesson as in-person or virtual lesson with designated date and time by the instructor. A student is no longer available a make-up lesson if he/she cannot make designated time or no show for the previous make-up lessons.
- 6 Students who take long vacations need to make payments for the 4 guaranteed lesson times in each month in order to keep your name and time slot in school. School offers make up lesson.

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- 7 Students have the opportunity to take an examination such as the CM test from MTAC or RCM test, and other piano festivals and competitions. Students will responsible for the payments of these events

- 8 Students must abide by the following policies. If parents and students are unable to keep the responsibilities listed above, I have right to refuse to offer lessons.

Thank you so much for your understanding

Parents or Guardian signature and printed name

Date
