

# Private Lessons Contract

*Initial, Sign, and bring to your first lesson*

## **Payment**

**Initials**\_\_\_\_\_

Tuition is paid in advance for the following month. Invoices will be issued mid-month, and **payments are due for the upcoming month before the first lesson**. If payment is made after the last day of the month, there will be a \$10 late fee. If payment is 14 days late, the student's time slot will not be reserved until payment is made. Students' time slots will be reserved once payment is posted. If a student starts mid-month, each lesson will be pro-rated. **Some months may have more than 4 lessons** depending on the day the student is scheduled and will be reflected on your invoice. Advanced notification will be given if a change in the rate is expected. Advanced payment option are also available if wanting to pay for months in advanced. Payments can be made with check (payable to Anchorage Guitar Studio), cash, or PayPal (preferred method).

**The first lesson's payment will be due before the lesson starts.** However, if the student/parent feel this may not be a good fit, the cancellation policy will be waived during this lesson only. The first lesson will include discussions on what the student's goals are in learning guitar, and how we can obtain those goals with measurable outcomes.

## **Cancellations**

**Initials**\_\_\_\_\_

If you need to cancel a lesson for any reason it must be done as soon as there is known conflict by emailing [lessons@AnchorageGuitarStudio.com](mailto:lessons@AnchorageGuitarStudio.com) or calling the studio at 907-385-6120. A make-up lesson will be scheduled. Notification must be given at least one business day in advance, otherwise you will be charged for the lesson. Refunds are not given for lessons cancelled by the student.

If the instructor is unable to attend a lesson, a make-up lesson will be scheduled or a credit will be applied to your account. The instructor will extend the same notification courtesy to you and your time.

## **Withdrawal/ Termination**

**Initials**\_\_\_\_\_

We ask (respectively) for a month's notice of plans to withdraw from lessons. **Terminations with less than two weeks notice will be charged two weeks of lessons from the notification date.** Failure to attend lessons does not qualify as notification. Failure of notification does not release a student from his/her financial obligation and is not an acceptable form of notification of intent to withdraw. If a student has four consecutive no call/ no shows, the student will be terminated from the program, and the student will be charged for all of their missed lessons. Any unused re-schedules will also be forfeited.

**Holidays**

**Initials** \_\_\_\_\_

All major federal holidays will be unavailable for lessons. The week of Thanksgiving, and the last two weeks of December will also be unavailable.

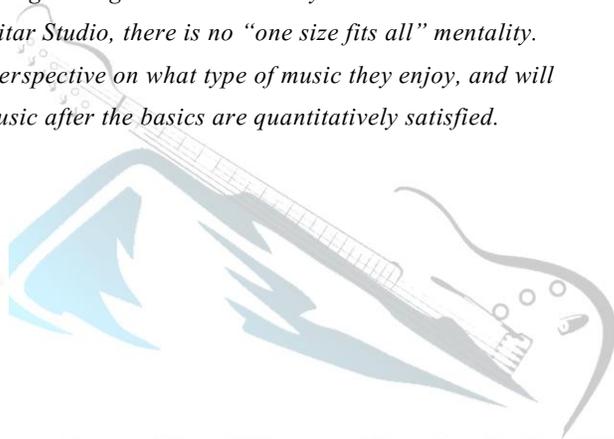
**Drop-Off**

**Initials** \_\_\_\_\_

If a student is more than 10 minutes late, they're considered a "no show", and are marked absent. Again, if the student does not show, there will not be an offer to make-up or credit the lesson. Notification within one business day prior must be made to ensure this does not happen.

*I look forward to working with you, and accomplishing your music goals. Each students' lesson is specialized towards meeting these goals determined by the student and/or parent/guardian. At Anchorage Guitar Studio, there is no "one size fits all" mentality. Each student has their own unique perspective on what type of music they enjoy, and will be focusing on these types of music after the basics are quantitatively satisfied.*

- Bristan Keller



**By signing, I acknowledge that I have read and understand the terms and conditions of this contract.**

Student's Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent/Guardian Name (as applicable):

Parent/Guardian Signature:

\_\_\_\_\_

\_\_\_\_\_

Date:

\_\_\_\_\_