

## Studio Policy Statement

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- **Tuition is due the first lesson of every month** and is considered late if received after the 10<sup>th</sup>. A \$20 late fee will be added if tuition is paid late. As a courtesy we send out monthly statements, but if for some reason you do not receive a statement tuition is still due the first lesson of the month.
- **Tuition is by month not by lesson** No credits or deductions will be given for missed lessons. If 24-hour notice is given every effort will be made to reschedule a make-up lesson. If a make-up lesson cannot be rescheduled no credit or deduction will be given. No credits will be given for holidays, vacations, or inclement weather; however, a make-up lesson may be scheduled at the teacher's discretion. There are 52 weeks in a year, we only charge for 48, the extra 4 weeks will be used as make-ups for holidays, illness, etc. If a teacher cancels a lesson, an attempt to schedule a make-up lesson will be made, but if a make-up lesson cannot be scheduled a credit may be given at the teacher's discretion. Please note this is the **ONLY** instance a credit toward tuition may be granted.
- **At least one-week notice is required for discontinuing lessons You will be billed for a lesson(s) if adequate notice is not given.** If you decide to take a break from lessons we cannot reserve a time for you.

Somerset Academy of Music appreciates all of our students and their families. We work hard to do our best, providing our students quality music education in a friendly environment.