



## **Stonehill School of Music Studio Policy**

**This studio policy is a legal contract** made between **Stonehill School of Music** and the student on this date, for provision of private or group music lessons by the studio to the student. Student has received and read the studio policy and agrees to abide by its provisions as a condition for the teacher to provide music lessons to the student.

**Services Provided:** Private or group music lessons are provided on a weekly basis.

**Tuition:** Payment is due on the last lesson of the current month for the following month. If payment is not received, no lesson will be provided. Tuition is late after the first class of the month, and a 10% late fee will be charged. **Tuition will remain the same each month regardless of the number of lessons in that month.** First month tuition will be prorated depending on the number of classes.

**Tuition Fees:**

30 Minute Lessons - \$180

45 Minute Lessons - \$270

60 Minute Lessons - \$360

**Registration Fee:** A registration fee of \$30.00 is required to secure your lesson slot. Additional fees (e.g. Recitals, Testing, Materials, etc.) are not covered in tuition. Tuition fees are subject to change upon thirty days' notice.

**Payment Procedures:** Monthly tuition payments must be personally delivered to the teacher. Acceptable payment methods are by check or cash. Returned checks will incur a fee of \$50.00.

**Makeup Lessons:** Students must provide 48 hours notice to the teacher to reschedule the class. Without this notice, student forfeits the lesson tuition. In case of illness, teacher must receive notice before 11 am on lesson day. Except in the case that the teacher needs to cancel, make up lessons cannot be rescheduled. Make up classes must be scheduled within a month of the missed lesson date. **There will be no makeup lesson for any other reason.** Last minute cancellations or no shows will be charged since time slots are pre-reserved, those fees can not be credited or deducted.

**Public Holidays:** Lessons that fall on public holidays will be rescheduled by the teacher. Every year from December 24th through January 1st the studio will be closed. There will be NO makeup classes for December 24th-January 1st.

**Studio Rules:** Students are to be accompanied to lessons by a parent/guardian, and are required to stay in designated areas. Students must wash hands prior to getting their instrument unpacked. Younger siblings are welcome to attend, but must remain quiet during the lesson.

**Student/Parent Involvement and Expectations:**

A parent or guardian must accompany the student to each lesson. Parents are expected to take notes during lessons, to oversee at-home practice, to provide all materials necessary to the student's music education, and to provide an environment that encourages progress.

**Required Materials:**

Students are required to bring (for violin) their instrument, a dry microfiber cloth to wipe off the instrument, rosin, (and violin/piano) a pencil, notebook, practice log, and music to each lesson. Instruments must be kept in good condition with a spare set of strings in the instrument case. Violin students must keep their instruments clean, and their bows rosined. Music books are upon teacher recommendation based on each student's level and learning needs.

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_