



## Conservatory Policies and Lesson Contract

### **Philosophy and Mission**

- \* To nurture the artistic spirit in each student and instill a lifelong love of music and learning
- \* To develop sound technical and creative skills in an energetic and inspiring environment
- \* To enrich lives through music

Musical Minds Conservatory is completely committed to offering all students a well-rounded, educational, and positive music experience. We provide an enthusiastic atmosphere for learning and encourage success and motivation through each student's individual learning style. Students are instructed in theory & ear training, sight reading, technique, ensemble, classical and popular repertoire, creative keyboard skills, and more. Students are also instructed regarding poise and confidence at their instrument.

**Performances:** There will be many performance opportunities throughout the year. Formal recitals, community outreach events, master classes, and competitions including Federation, RCM (Royal Conservatory of Music), and Guild help students excel and provide students the forum to share their talents!

### **PARENT**

Parental support and involvement are a vital and necessary part of music study. Your child's progress is directly related to the following:

- \* Help your child develop a schedule that includes **daily practice time**. Reinforce this schedule to develop consistent practice habits throughout the year. Show support by arriving on time at each lesson with ALL books and materials, and the practice log filled in and signed. Encourage students to practice with specific goals ~ especially for recitals, competitions, and other performance events.
- \* Provide a **metronome** at home. Students should use the metronome regularly to aid in sight-reading, counting, technical exercises, fluency, steadiness and 'spot' practice.
- \* Check the lesson notebook/ 3-ring binder for newsletters, calendars, student lesson assignments and other important communication.
- \* Students need a quiet environment where they can practice with concentration. Keep a pencil nearby to write notes in the music and fill in practice time. Feel free to email if there are questions about the lesson assignments. Calling hours are 9 a.m. to 9 p.m.

**For piano lessons:** Keep your piano tuned and in good working order. A full size (88-key) acoustic piano is recommended but an electric piano (at least 76-key WITH a pedal and an appropriate bench) will suffice for the first year of study.

**For premium in-home piano lessons:** We require that you have a full-size piano with weighted keys, pedals, and an appropriate bench.

### **STUDENT**

- \* Students should bring the following to all lessons: Lesson notebook/binder with practice days correctly filled in and signed, all music books and sheet music, and flashcards if applicable.

\* Students agree to 5 days a week minimum of goal oriented practice time. They agree to show willingness to learn with a positive attitude.

## **YEARLY REGISTRATION FEE**

A **\$49.00** per student (**\$89/** family), non-refundable, non-transferrable registration fee is due by **June 23** to reserve your lesson slot for the coming academic year. This fee covers all studio and recital expenses throughout the year. It also includes a Premium Piano Maestro membership (iPad app), use of the latest technology in lessons, check out privileges from the music book lending library and the CD lending library, lesson notebook/binder and accessories, and music flashcards. It is the students' responsibility to replace any lending library book or CD that is lost or ruined.

## **TUITION**

Tuition is based on the academic year from August through July each year. You may pay in 2 equal semester payments (due July 23, December 23) for a discount, or you may choose the monthly auto debit option to pay in equal monthly installments. Payment for summer term is due on or before May 23.

Families choosing monthly payments will be set up on automatic payments through a credit or debit card of choice to be billed the 23rd of each month for the following month's tuition. There is a **\$20 fee** for any declined payment or NSF from your account. Please ensure your payment information stays current in our records.

Tuition includes much more than just the weekly lesson time. It also includes all performance events and competitions, all time spent researching repertoire, developing personalized lesson plans and studying the latest techniques for each student. As with University tuition, music lesson tuition is payable whether the student attends or not. There will be no tuition credits given.

Students may sign up for 30, 45, or 60-minute weekly private lessons. We also offer 45-minute weekly group piano lessons for beginning students ages 4-7.

**Please Note:** other expenses throughout the year may include but are not limited to: Entrance fees for festivals & competitions, music books/ additional lesson materials, and maintenance fees for your instrument.

## **ENROLLMENT AGREEMENT**

The enrollment agreement guarantees your continued place in the studio for the day and time you have scheduled. Tuition payment covers the student's whole course of music study, payable in advance.

We sincerely hope you will be part of our music family long term! However, if you wish to discontinue lessons we simply require a 30-day written and paid tuition notice. If you paid for the semester, you will receive a refund based on the remaining weeks.

## **MISSED LESSONS**

Your weekly lesson time is reserved exclusively for you. There are two options if you can't make it to your lesson. A minimum of 48 hours notice is required. First, you can set up with your teacher to Skype or FaceTime from wherever you will be. If that won't work, your teacher will record a video lesson for you during your regular lesson time. They will send you a link to access it at your convenience. There are no makeup lessons given for last minute cancellations or no-shows. Group classes and masterclasses cannot be made up.

If you do not arrive within the first 15 minutes of your lesson time, the lesson will be considered forfeited.

If your instructor cancels a lesson, you will be given a make-up lesson credit to be redeemed at any time during the semester agreed upon by the student and the teacher.

In the case of an emergency, please contact your instructor as soon as possible. These instances will be handled on a case by case basis.

**SUMMER TERM**

Summer term runs from the first week of June through the first week of August. We offer flexibility of lesson scheduling in the summer to accommodate your schedule. A variety of classes, mini-workshops, piano camps, private lessons, and 2/lessons per week allow for a few weeks off for family vacations while still participating in summer lessons.

**MEDIA RELEASE**

\_\_\_\_\_ Please initial here if you consent and authorize permission for video/ audio recordings and digital photographs to be taken of your child or your child’s work as part of her/his participation at MMC. These may be used for educational or advertising purposes on our website, FB page, newspaper articles, or other public media/ printed promotional materials.

Sincerely, Musical Minds Conservatory

By signing below, we acknowledge that we have read, understand, and will adhere to the information outlined in this 3-page Policies and Lesson Contract and we agree to all responsibilities and policies listed.

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date