

Policies

(updated August 2020)

Payments and Cancellations

Private lessons are \$25/30 minute lessons, \$37.50/45 minute lessons, and \$50/60 minute lessons. Most students will require 45 minute lessons; generally the 30 minute lessons are reserved for young students with shorter attention spans and 60 minute lessons are for more advanced students.

Private lesson payment for each month is due at the first lesson of the month, electronic payment, cash or check made out to "Charlene Adzima". The number of lessons per month that you pay for affords you certain benefits. See below:

1-2 lessons per month: Your scheduled time slot **IS NOT** guaranteed; it may be filled by a new student paying for 3 or more lessons per month. This situation is best scheduled at the beginning or end of my daily teaching schedule. If you need to cancel, that lesson **will not** be made up or passed to the following month, but I may offer leniency at my discretion.

3 lessons per month: Your scheduled time **IS** guaranteed. However, if you need to cancel, that lesson **will not** be made up or passed to the following month. I may offer leniency at my discretion. If the maximum number of weeks I am available per month is under 3, you can still have a guaranteed time.

4 or more lessons per month: Your scheduled time **IS** guaranteed. You **may** also cancel lessons no later than 24 hours in advance (excepting sudden illness - ASAP is fine) and pass the payment for the missed lesson to the following month. The number of cancelled lessons per month is limited to the number of lessons minus 3, e.g. 5 lessons means you can cancel up to 2 of them. 4 lessons means you can cancel only 1.

If I cancel (weather, illness, malfunctioning equipment, etc.), you are afforded all the benefits of your status before I cancelled. For example, if you paid for 3 lessons and I cancelled one of them, then I will pass that lesson payment over to the following month. As for weather cancellations, I will contact you your preferred way by noon of your lesson day and pass that lesson payment to the next month.

Zoom Expectations

Show up at or before your scheduled lesson time with your instrument, shoulder rest, bow, rosin, care package, books, and/or any sheet music we have been using. You will enter a waiting room and I will let you in when I am ready. Do your best to tune before the lesson, but we will check it at the beginning of the lesson, too.

I will give you my full attention and I expect you to do the same. You should not change your screen name or background during the lesson. If possible, please leave your video on and position yourself so I can see your entire left hand and right hand. You may need to sit or stand farther away from the screen.

Technological difficulties will be attended to as they come. I will give you all the help I can during the lesson time, but you are ultimately responsible for maintaining a working device, microphone, and headphones/speakers.