

Studio Policy

For the Private Lessons Program at Mid Valley Piano Studios

Thank you for choosing the private music lesson program at Mid Valley Piano Studios! We are happy to share our love and knowledge of music with you and your children.

This document is provided in order to outline our studio policies and expectations for our lessons and is an agreement between parents, students, and teachers. Our attendance policies are strictly followed as it is important for everyone to support the student's education and to respect the instructor's time. Students agree to arrive at each lesson punctually, well-prepared, and with their materials. Students wishing to progress substantially in lessons must also commit to a routine of daily practice of quality and efficiency.

Tuition:

Tuition is due at the first lesson of the month and can be paid in 4 equal monthly payments, 2 half semester payments, or 1 full semester payment. If payment is not received at the first lesson of the month, please include a \$5 late fee when paying for tuition.

A one-time Registration fee of \$25 is due with the first tuition payment.

The cost of materials, such as music books and festival entries is in addition to tuition, and will be discussed between the parent/student and piano teacher individually.

We recommend that you purchase a tote bag to keep all piano books and materials in. This helps keep books in good shape when travelling to and from lessons.

Scheduling and Attendance:

Each student will receive 16 lessons each semester, fall semester August-December and spring semester January-May. Summer semester, June-July, is flexible as we take into consideration the travel and vacation plans of each family. Enrolling for summer lessons will also guarantee your spot for the upcoming fall and spring semesters with the same teacher. **Please complete the Enrollment form each new semester as it allows us to keep track and up to date with all student/parent information for our studio records.**

Excused absences: In the case of emergencies, such as illness, or **upon 24-hour notice for non-emergency situations**, changes in the instructor's schedule can be made. Make-up classes will be provided within the semester of the missed lesson and are given at the discretion of the individual piano teacher. If your child becomes sick on their lesson day, **please notify** the teacher via email or text about the absence so they can plan for a make-up. If the **instructor** misses a lesson for any reason, a make-up will **always** be given at a convenient time.

Unexcused absences: Unexcused absences **will not** be considered for make-up lessons. **"No Show"** lessons (missed lessons **without notification** to their teacher) are **forfeited**. In addition, there are **no make-ups** for lessons missed because of family vacation or personal time.

Please keep in mind, there are no credits, refunds, or any types of compensation for missed lessons.

Timeliness is especially important for not only the instructor's planning, but also to ensure the student receives a full lesson. Therefore, we kindly ask that you arrive in a timely manner. In addition, lessons may be scheduled in succession, so in respect of everyone's time, lessons must not continue past the scheduled time.

Practice:

Practice on a regular basis by the student is **the key** to successful lessons. Lessons provide guidance and oversight to the student's skill, development and knowledge; however, progress is only made through **daily practice**. While a practice log is provided in the student's binder, we strongly encourage parents to take moments to encourage the student to practice and praise them for their effort and progress. Students will not always be able to sense their own improvement, so regular acknowledgement of their progress will give students the motivation to continue in their studies. Beginner-level students, especially in the Kindergarten and First Grade age group benefit from supervision and guidance from parents. If taking piano lessons, please make it a point to sit with your child at the keyboard to ensure they are on task during the very early stages of individual practice time.

Practice sheets will be sent home every week outlining what is to be prepared for the following lesson. It is strongly recommended that each student keep their assignments organized in a binder. Please help your child mark their practice days and sign the sheet before each lesson, verifying their practice. This also helps the teacher gauge the difficulty and effectiveness of their assignments. Feel free to use the sheets to send your piano teacher a note, please make a habit of checking the assignment sheets each week.

Instrument:

Having a proper instrument of quality is important while taking any music lesson. If you are taking piano lessons, please aim to have a keyboard or acoustic piano at home for daily practice. A good keyboard (no tuning necessary) or acoustic piano should be tuned regularly, have 88-keys, a bench, pedal, and is placed in an easily accessible space for practice. If you need any help finding an instrument or need advice on what to choose, please reach out to your teacher for help.

Studio Performances and Recitals

Opportunities for public performance in the community and within the studio will be made available to the students of MVPS at the end of each semester. We consider performance an important aspect of the lesson program and in enhancing each student's musical aptitude. Students are strongly encouraged to participate in these events.

Lesson Termination:

By completing the registration and submitting the enrollment form you are making a commitment to lessons and payment for the entire semester, Fall, Spring, or Summer. If you wish to terminate lessons, please submit your withdrawal notice at least one month prior so we may fit another student in your place.

Thank you! If you have any questions or concerns, please feel free to contact your teacher directly. We look forward to a wonderful year full of music at Mid Valley Piano Studios!

I have read and understand the *Studio Policy* and commit to the information provided within the document through a digital signature on the enrollment form.

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