



Lesson Policy

Updated 4/2024

Lessons:

- Individual Lessons - \$125.00/month includes four 30 minute sessions (minus holidays)
- Hour Lessons - \$225/month includes four 60 minute sessions (minus holidays)

Payment & Fees:

- **Registration Fee** - New students pay a \$25 registration fee. Call or use the online contact form to register (website under "Pay"). Fee due at your 1st lesson
- **Payments** - Payment in full will be required the 1st lesson of each month. Cash, check, or credit/debit cards are accepted. An online processing fee is added when swiping a credit/debit card or paying online (PayPal/Square fees vary and are taken into account on Pope's PAY page).
- **Late Fee** - Your payment is late if not received by the "late payment deadline" emailed each month (it's the last day any student will be paying on their "1st lesson of the month"). All accounts not paid in full by the monthly deadline will be automatically charged a \$20 late fee. Each week thereafter that payment continues to be late adds another \$20 late fee to the balance due. Lessons are temporarily halted until the balance is paid in full.
- **Returned Checks** - An additional \$30.00 fee will be charged for any returned checks

Make-up lessons:

Months with a 5th week will have a day designated for makeup lessons ONLY, with 30-minute lessons available (see Calendar on pg.2). Not every month will have a makeup day. Makeup dates/times for the current month can be reserved online beginning the 1st of that month.

- **Students** – Sign up for a makeup lesson online. Please give at least 24 hours notice (if not more). One makeup lesson/month.
- **If Instructor has to cancel/reschedule** – Affected student(s) will be contacted and scheduled a makeup on the makeup day for that month, at a time convenient for the student (during or outside of normally designated makeup times).

Closings:

Holidays - Listed below are the holidays and special events that the school will be closed and are included in the monthly fee. Holidays are not available for makeup lessons:

- Spring Break (coincides with public school holiday)
- Memorial Day (Last Monday in May)
- 4th of July
- Labor Day (The first Monday in September)
- Fall Break (coincides with public school holiday)
- Thanksgiving (Wednesday, Thursday and Friday)
- Winter Break (coincides with public school holiday)

Weather – If public schools close due to weather, Pope's will also be closed & those lessons won't be made up. Students will receive an email or phone call, letting them know when Pope's is reopening.

5th week days not designated for makeup lessons – Pope's will be closed on any 5th week days not designated for makeup lessons

Discontinuing Lessons

- 14 day notice is required when discontinuing lessons
- If lessons are discontinued once the month has begun, there is no refund for the month
- If lessons are discontinued for any period of time (a month, the summer, etc.) and the same student re-enrolls later, the student will re-enroll as a new student (registration fee, choice of currently available time slots)

Thank you for giving me the opportunity to share my love and knowledge of music. I look forward to working with each and every one of you. Your support and cooperation are truly appreciated. If you have any questions, please contact Marcus Pope at (256) 651-1790.



2024

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3						1	2		1	2	3	4	5	6
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30				
														31													

May							June							July							August						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1		1	2	3	4	5	6					1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
							30																				

September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

 Last day to pay without late fee

 5th Week - Closed

 Holiday – Closed, no makeups

 5th Week – ONLY makeup lessons, 30 min. each by appt.:

- Feb. - May 4pm-6pm
- June 12pm-2pm
- July - Nov. 4pm-6pm