

# -Your Logo Here-

## Studio Policy Agreement

Please review this Studio Policy as it sets out the rules that **(your studio's name)** has established to make the learning experience beneficial for all students. These rules are part of the agreement you have with the studio. While we know that unexpected events may arise that necessitate an exception to these rules, **(your studio's name)** reserves the right to determine when to grant any such exception.

### SERVICES AND BENEFITS COVERED BY TUITION

As a member of **(your studio's name)**, you will receive these services and benefits:

#### Example benefits:

- Lessons from a Nationally Certified Teacher with a degree in piano performance and pedagogy
- Access to recitals and performance opportunities each semester
- Access to performance assessments, including auditions, competitions, and theory exams (there is an additional fee for participation in assessment programs)
- Lesson notes provided at each lesson
- E-mail support through progress reports, communication about studio events, and questions answered between lessons
- The teacher's commitment to long-term planning and repertoire selection, ongoing research in the field of piano teaching, and participation in professional development workshops and conferences

### CONTRACTED LESSON TIME AND LESSON PACKAGE LENGTH

By signing up for lessons at **(your studio's name)**, you are reserving a consistent weekly lesson slot that is held exclusively for your lessons during a 16-week lesson term in the fall and 16-week lesson term in the spring. Tuition for the lesson terms may be paid with a half payment, full payment, or monthly payments. If paying monthly, tuition is due the first week of each month via credit card or PayPal. Students will be sent an automated email invoice with payment link prior to each payment due date.

### SUMMER SCHEDULE

Flexible scheduling is available during the summer to accommodate vacations and other activities.

### DISCONTINUING LESSONS

The teacher reserves the right to dismiss a student based upon repeated cancellations, irregular attendance, inadequate preparation, or late payment of fees.

### SHEET MUSIC AND MATERIALS

It is up to the student to purchase sheet music, books, and other materials. Names of music retailers and websites for purchasing hardcopy sheet music will be provided by the teacher.

### MAKE-UP LESSON POLICY

**Make-up Lessons:** If a student misses a lesson for any reason, the studio is unable to provide a refund or credit. It is the studio's strict policy that no refunds are offered or provided for lessons missed by a student. Due to the high volume of students taught by the teacher, make-up lessons are also not available. There are no exceptions to this policy.

**Video Lesson Alternative:** As an alternative to a missed lesson, students may send a video of their playing prior to their normal lesson time. The teacher will provide written or video feedback during the scheduled lesson time.

**Holidays:** The studio closes during some, but not all, holidays. Important dates can be found on the studio calendar. Holidays are excluded from each student's tuition and no make-up lessons are required for these dates.

**Missed Lessons by the Teacher:** It is the teacher's responsibility to be present for every lesson. If the teacher misses a lesson for any reason, a make-up lesson or refund will be given.

## PRACTICE EXPECTATIONS

Getting results with piano lessons requires a commitment to practicing the piano at home each day. Your teacher will help you set appropriate practice goals for your age and skill level.

## PHOTOS AND VIDEO

The studio is active on social media and posts student photos and small video clips from lessons and recitals. If you do not want your photos or videos posted, please select the appropriate permissions on the registration form.

## CONTACT INFORMATION

The best way to contact the studio is email: [\(your email\)](#) or text/call: [\(your phone number\)](#)

Be sure to follow/subscribe to [\(your piano studio name\)](#) on Facebook, Instagram, and YouTube.

