

# Solid Foundation Piano Studio Policies & Rates

## LESSONS:

Lessons take place year round. Summer lessons are optional. Students must know the alphabet and be able to count before being accepted at SFPS.

## RATES AND PAYMENTS:

Students are charged month to month. Payment for monthly lessons are due by the first day of the month. Charges per month vary based on number of weeks per month. The rates are as follows...

30-Minute Lesson	1-Hour Lesson
\$25 per lesson	\$45 per lesson

## BOOKS/MATERIALS:

Music and Theory books will be charged to the student's account and will be due the week they receive the book(s)/material. Parent/student will need to approve of these costs before student receives the books/material and before the account on file is charged.

## STUDENT ABSENCES, CANCELLATIONS, ILLNESS, OR VACATIONS:

Students may cancel a lesson for any reason, however, NO refund or make-up lesson is given. If a student will be absent for a lesson and lets SFPS know PRIOR to the first day of the month in which the lesson will be missed, that student will only be charged a \$10 (for 30 min. lesson)/\$20 (for 1 hr. lesson) holding fee per day missed in the following month and will not be charged for their full lesson. In case of emergencies when no advance notice is possible, students may submit an appeal form...see Appeal policy below.

The piano instructor reserves the right to waive these fees for any reason she sees fit.

## APPEALS:

An appeal form is available in case of emergencies. Appeal forms must be submitted within a week of the student being absent due to an emergency and before the first of the month when balances are due. This appeal is to request a credit be given to the student for the lesson they missed and only be charged the \$10 (for 30 min. lesson)/\$20 (for 1 hr. lesson) holding fee. Students may request this form from the instructor. SFPS reserves the right to approve or deny the appeal. If the appeal is approved, the student will be credited for that lesson in the following month and only be charged the \$10 (for 30 min. lesson)/\$20 (for 1 hr. lesson) holding fee for one of the next lessons they have. If a student withdraws and will no longer be taking lessons in the following month, no credit can be given and no refund will be provided.

## WITHDRAWALS:

A student/parent/guardian must let the instructor know that they are withdrawing. If a student withdraws, any lessons already paid for will NOT be refunded. If a student withdraws and will no longer be taking lessons in the following month, no appeal credit can be given and no refund will be provided.

**TEACHER ABSENCES AND HOLIDAYS:**

Students are not charged for teacher absences or holidays designated by the studio. The teacher will try her best to make parents/students aware of teacher absences and holidays prior to the 1<sup>st</sup> day of the month when tuition is due. However, in case of an emergency where the teacher is unable to give an advance notice prior to the first day of the month, the parents/students will be credited for the lesson(s) missed by the teacher. If a student will no longer be taking lessons the following month, a refund will be provided in this instance alone.

**PRACTICE REQUIREMENT:**

Over the course of a quarter of the year, the student needs to be consistently practicing and making progress. If the teacher does not see this, she will inform the parent(s). If no change is made after this conversation, the teacher may choose to drop the student.

**RECITALS:**

SFPS offers two recitals per year. One is in the spring and one in the Fall/Christmas. Students are not required, but strongly encouraged to participate in the two recitals. No extra cost is charged to participate in recitals, but each student must sign up for the recital prior to the recital sign-up deadline that the instructor will make known to the student(s) and parent(s).

**PHOTO/VIDEO USAGE:**

All students registered at Solid Foundation Piano Studio (SFPS) hereby grant permission for the studio to use photos/videos of themselves to be used indefinitely by SFPS for purposes related to the studio only. If a student does not want to grant permission for this usage, a separate form will need to be submitted to the studio prior to the student being enrolled at SFPS.

**IMPORTANT NOTE:** *Solid Foundation Piano Studio reserves the right to adjust and change any policy or rate at any time. A notification of these changes and updates will be given to all students (and parents).*

---

By signing below you agree to the terms and conditions of Solid Foundation Piano Studio's rates and policies. This form must be signed in order to be enrolled at SFPS.

---

*Name of Student or Parent/Guardian*

---

*Name of Student(s) attending Solid Foundation Music Studio*

---

*Signature of student/parent/guardian*

---

*Date*