

## Studio Policies and Procedures 2024

LaGrange Piano Lessons strives to provide *quality music lessons* by integrating a variety of teaching methods, activities, and technology. Students will be given performance opportunities throughout the year. The following policies explain how LaGrange Piano runs and what is expected of students.

\*\*\*Enrollment in lessons indicates your agreement with the policies below\*\*\*

### Tuition Payments/Schedule/New Music

- Fall Semester runs from August 5<sup>th</sup> – December 13<sup>th</sup>.
- During the fall semester we will be closed on Labor Day and Thanksgiving Week
- During the spring semester we will be closed for President's Day and Spring Break. We do not close for MLK Day or Columbus/Indigenous Peoples Day
- These holidays are already accounted for in the monthly tuition rate and no credit will be given for these dates.

### Group Lessons

All students begin in Group classes. Tuition is **\$81.00/six week session**. **There are no refunds or makeups for missed group lessons, but students may join another group class if there is availability.**

### Private Lessons

There are two options for payment for private lessons:

#### Pay monthly for the semester

- Lessons are \$90.00 monthly.
- There are 18 lessons in the fall semester. This works out to \$25.00/lesson. Your credit card will be billed the 1<sup>st</sup> of each month January-May (students who choose this option will still be billed for the month of May even if they withdraw from lessons in April).
- **\*\*All students must have a credit card on file. Your card will be automatically billed at the beginning of the month if you choose monthly payments. Invoices are sent out at the end of the month.\*\***

#### Pay for the whole semester in advance and choose your schedule (Fall 2024)

- Lessons are \$25.00 a half hour.
- You select which weeks you would like to come to lessons.
- Must purchase a minimum of 12 lessons to choose this option.
- Weeks available for lessons:
  - August 5<sup>th</sup>
  - August 12<sup>th</sup>
  - August 19<sup>th</sup>
  - August 26<sup>th</sup>
  - September 2<sup>nd</sup> (no Monday lessons this week)
  - September 9<sup>th</sup>
  - September 16<sup>th</sup>
  - September 23<sup>rd</sup>
  - September 30<sup>th</sup>
  - October 7<sup>th</sup>
  - October 14<sup>th</sup>
  - October 21<sup>st</sup>
  - October 28<sup>th</sup>
  - November 4<sup>th</sup>
  - November 11<sup>th</sup>

- November 18<sup>th</sup>
  - December 2<sup>nd</sup>
  - December 9<sup>th</sup>
- Tuition does not include the cost of music. Students should expect to spend approximately \$30 per year on repertoire.

### Missed Lessons

- **Students may request to reschedule lessons** in the event of illness, family emergency, or school events if the teacher is available. We run the studio at full-capacity so we may not have openings unless another student cancels! Tuition credit is not given if a student is unable to schedule a makeup lesson. This applies to students who pay monthly or by the semester.
- **“No-Show” Lessons are Forfeit:** Repeat “no shows” will result in removal from the schedule without tuition reimbursement.
- **Exceptions to the Rules:** The more notice given, the more flexibility YOU have to reschedule. **Look at your schedule in advance!** Life can be crazy sometimes – talk to us – open communication is key!
- If the studio must close due to inclement weather a tuition credit or makeup day will be assigned at the studio’s discretion.
- Monthly makeup classes will be held the last Friday of each month from 4-4:30 for students wishing to makeup a lesson. Tuition credit is not given if a student is unable to attend the makeup lesson.

### **Students who are ill SHOULD NOT attend lessons.**

### **If a student is in quarantine due to exposure to coronavirus at school:**

- Private lesson students may come to the monthly makeup class the last Friday of the month
- Group lesson students may come to an extra class when they are out of quarantine

### Lesson Procedures

- Pick up your student PROMPTLY after their lesson. If you will be running late, let their teacher know! If you have the last lesson of the day we may have other events we need to get to.
- Do not drop your students off more than a few minutes before their lesson is scheduled to begin.

### Practice Expectations and Instrument Requirements

The quality of practice time is **more important** than the quantity of practice time.

**Parental Support** is an extremely important factor in musical training. Students whose parents take an active role in their progress tend to be more enthusiastic and productive.

### Discontinuation of Lessons

Music is a lifelong pursuit, but lessons are not always possible for a multitude of reasons. Whatever the reason, *we will never take discontinuation of lessons personally.* Remember: if you are unsatisfied with your lessons for any reason or if you are contemplating quitting lessons, please speak freely to us about your concerns.

*\*\*Mutual respect is a key goal in our studio. We reserve the right to remove students from the schedule if they have poor attendance, poor practice habits, or if they repeatedly break any studio policies.\*\**