

Studio Policy Form 2018/19

♥ **Dates:** Lessons will start Monday September 10/2018 and go until Friday May 31/2019

♥ **Performing:** Playing an instrument is a performing art. There will be numerous opportunities to perform during this school year (Christmas-Recital, Lakes District Festival of the Performing Arts (Burns Lake), Year-End-Recital) Students are not obligated to participate, but greatly encouraged to take part in these performance opportunities. A general recital fee of \$15/student/year is included in the fees table below.

♥ **Lesson fees:**

\$35.00 / 30min session
\$52.50 / 45min session
\$70.00 / 60 min session

♥ **Payment :**

Accepted forms of payment are

1. Post-dated cheques – **need to be included in your registration package**
2. E-transfer – **accepted with proof of post-dated bookings of transfers**
3. Cash - **accepted when paying the total of all lessons at once in September**

(These forms of payment are in place to make sure that once lessons have started and we can focus on our music.)

A (non-refundable) **registration fee of \$25.00 CAD** is due on the day of registration to secure your spot.

For all fees/dates please see the table below.

♥ **Holidays:** are during most school breaks. Even though the studio tries to plan the schedule carefully ahead of time teaching dates may change on short notice, which will require you to remain flexible.
There will be lessons on statutory holidays (Thanksgiving Oct.9, Remembrance Day Nov.13, Family Day Feb.12)

♥ **Cancellation policies:** If a student decides to quit lessons during the first 4 months of the current term you will receive a refund for the remaining lessons minus a 1 month cancellation fee of \$140/30 min. slot, \$210/45 min. slot, \$280/60min.slot. If a student decides to quit lessons after January 1st 2018 there will be no refund.
This policy is in place to encourage students/parents to stay with something they have committed to and for me to be able to provide a stable schedule for everyone throughout the school year.

♥ **When you don't feel well:** In case the student is ill/not feeling well, there will be no lesson. Sick students will be sent home immediately. Fees are still going to be charged. If a parent is not feeling well, the student needs to take the lesson without any parent attending. In case of prolonged illness (3weeks+) you will get reimbursed for lessons missed by the student.

♥ **Refunds:** If the instructor cannot hold a lesson you have already paid for, you will receive a full refund at the end of the school year. Missed lessons by the student still get charged.
Since the studio is operating at full capacity, make up lessons cannot be facilitated.

♥ **Being late:** If a student is late for the lesson, the lesson will consist of the remaining time.

♥ **Registration deadline is May 1, 2018.**

Spots will be given by seniority. Registrations handed in after the deadline may only be accepted on a space-available basis. The schedule for September will be established by the end of June 2017.

To keep things simple you will be automatically given the same time-slot as last year's, unless you let me know as soon as possible if you need to change it and provide me with an alternative time suggestion.

♥ **Location:** Lessons will be held again in the studio in town (4092 4th Ave./Manitoba)

♥ **Regular practice** is expected and essential to the happiness and contentment of the growing musician. Please help your child at home to cultivate the new habit of practicing his/her new skills several times each week.

♥ **Parent attendance:** Parents, you are welcome drop your child(ren) off at the music studio and use the time to run your errands or to simply go get a coffee. As an instructor I appreciate to have the opportunity to establish my very own relationship to my students. If your child is very young (5, 6, 7) and brand-new to learning an instrument you are welcome to stay and learn with your child.