

Piano Talent Studio Policy Statement

ATTENDANCE:

Students are required to continue lessons for a full academic year (late January – mid December), attend all scheduled lessons and classes, and participate in an unspecified numbers of recitals, competitions and auditions. All students should arrive at lessons promptly, with all required materials and music.

ANNUAL CALENDAR:

The calendar year includes 4 semesters of 10 weekly private lessons and an unspecified number of recitals and other events. All students are required to participate in a minimum of one event outside the studio (i.e., a competition, festival, audition) per year.

PIANO IN THE HOME:

A piano or keyboard in the home is required. The piano should be located in a quiet room away from the television and other distractions. An acoustic piano should be tuned at least once a year.

MAKEUP LESSONS:

Two makeup lessons per semester are allowed for excused absences from private lessons only. An absence due to illness, accident or family emergency is excused provided the teacher is notified at least 24 hours in advance. Lessons missed due to family vacations are excused provided notification is given a month in advance. Lessons will be made up within Term. It is the student's responsibility to sign up for a makeup lesson time. Group lessons cannot be rescheduled.

TEACHER ABSENCES:

The teacher reserves the right to miss lessons due to illness or professional commitments. The teacher can hire a substitute teacher or reschedule such lessons.

PRACTICE:

Students are required to practice a minimum of five days per week and meet the minimum practice time requirements as determined by the teacher. Failure to meet the practice requirements may result in termination of lessons.

LESSON TERMINATION:

Students may be asked to discontinue lessons at the end of a semester if they have had more than one unexcused absence, three excused absences, or more than four unprepared lessons. Lessons may also be terminated for unpaid tuition. **One months' notice is due in writing for student withdrawal from lessons.**

TUITION AND PAYMENT:

The annual tuition is \$____ (\$____ per semester) and is to be paid in four equal payments of \$ ____ . No refunds will be made for students who terminate lessons mid-year. There will be no refunds for

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missed lessons. The teacher reserves the right to raise fees at the beginning of each new teaching year.

PARENT PARTICIPATION:

Parents are encouraged to be active participants in practice at home. You're welcome to schedule a meeting to discuss any lesson and to enjoy listening to a particular lesson.

OFFICE HOURS:

The teacher will be unable to discuss student progress with parents before or after the lesson since other students have lessons at those times. Parents should call or schedule an appointment with the teacher if they have concerns or questions. The most convenient time to reach the teacher is

Monday-Friday 10:00 A.M. – Noon

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