

Studio Policy

MHS Music Boosters offer private lesson instruction opportunities for all brass, woodwind, percussion and vocal students.

Professional, private music instructors typically adhere to a studio policy regarding tuition payment, cancellation, and make-up lesson guidelines. These guidelines are set in place to help the studio run smoothly, allowing the instructors to focus on teaching and ensuring consistency and quality of study for all students. As a student with a reserved, weekly lesson, you are enrolled in the studio just as you would be in a school or college. It is very important that you make every effort to maintain excellent attendance.

Tuition

1. Lesson tuition is billed by the full semester only and payment is due in advance. The invoice for the lessons is included in the lesson sign up form.
2. Regular lessons are held according to the published studio calendar. The calendar can be found here: www.spartanmusicnh.com under Lesson Program.
3. Students who enroll after the start of the semester may be eligible for prorated lesson rates.

Cancellations and Make-Up Lessons

1. If a student cancels a lesson for any reason, full lesson tuition is still due. The student may or may not receive a make-up lesson.
2. To be eligible for a make-up lesson, students must give 24hrs notice of cancellation to the lesson director.* Make-up lessons are based on the private lesson instructor's schedule, are limited to two in any given semester and may not be transferred from one semester to another.
3. Students who qualify for a make-up lesson will be placed on the make-up list and may have lessons made up in one of two ways:
 - a. Student may receive a double lesson as they become available on the regularly scheduled lesson day.
 - b. Student may receive one additional free lesson at the end of the semester.
4. Make-up lessons will NOT be scheduled for canceled make-up lessons.
5. If the instructor cancels a lesson, and is not able to schedule a make-up lesson, the student will receive a credit for the missed lesson.
6. All lessons will be cancelled on days that the school is closed. If inclement weather starts later in the day, call the district office or check www.spartanmusicnh.com for updates. All lessons cancelled due to school closures will be rescheduled or credited toward the following semester.
7. If you would like to cancel the remaining lessons on your package, you may be eligible for a partial refund due to prolonged illness, injury or an out of area move. Your refund will be calculated based on the number of lessons remaining in the semester (not including make-up lessons), less a \$20 change fee.

*At the instructor's discretion, the policy of 24hrs notice of cancellation may be waived in the case of sudden, unpredictable illness or accident if all other tuition and make-up lesson guidelines have been followed, the student has no other make-up lessons on the list, and an opening is available.

Bounced Check Fee

Lessons may be purchased by filling out the goole form and sending in a check. Checks should be made payable to MHS Music Boosters and are subject to a \$35 bounced check fee.

Student Responsibilities

The study of music can be a joyous and rewarding experience. It offers a unique opportunity to develop simultaneously one's self-expression, artistry and self-discipline. In order to make good progress you will need to do the following:

1. Attend lessons regularly and be on time.
2. Practice every day in a quiet place. Remember that quality of practice time is as important as quantity.
3. Keep your music and instrument in good, working order and bring your music to your lessons.
4. Listen to music and attend live music performances at every opportunity.
5. Enjoy yourself and remember to take pride in being a student of music.

ACKNOWLEDGEMENT FORM

I acknowledge that I have received a copy of the MHS Music Booster Private Lesson Studio Policy and have reviewed it. In addition, I have had the opportunity to discuss this policy with the lesson director and ask questions about it. I understand the policies described and agree to abide by them.

I recognize that all private lesson instructors have passed criminal background checks as part of employment. I am aware that private music instruction will take place in one on one settings in unlocked classrooms, and while there will be other adults in the building there is no official security presence during lesson hours. As such, I will make arrangements to provide transportation for my son/daughter promptly following his/her lesson time.

I agree to adhere to the private lesson studio policies and understand that failure to do so could result in a termination of my involvement in the program.

Signature _____

Printed Name _____

Date _____

