

# Welch School of Piano 2023-2024 Studio Policy

These simple guidelines are what keep the Welch School of Piano Studio running smoothly and effectively, and ensure that all students receive the equal attention they deserve.

## Lesson Schedule

- One weekly lesson for students Pre-K-12th Grade. Lessons are scheduled at a mutually agreed time when the student begins lessons, and at the commencement of each academic year thereafter.
- If a student/parent wishes to change their lesson time mid-year this can be discussed on a case-by-case basis. I cannot guarantee a schedule change in the middle of the year. In respect to your time, lessons will start and finish at the same time each week.

## Missed Lessons

- If a student will be missing their lesson for any reason they should inform me by text or email, with as much notice as possible so that we can organize an online lesson.
- In the case of inclement weather or sickness (ex: COVID exposure), lessons will be done online via Zoom/Facetime.
- There are two make up lesson days per semester. If an online lesson cannot be held, students have the option to sign up for the make up lesson days. Note: These lessons are not a regular repertoire lesson; these lessons will reinforce concepts learned throughout the year.

## Tuition Payments

- Payments will be made on or before the first lesson of each month. Late payments (after the 15th of the month) will incur a 10% late fee. Cash, Checks and Zelle payments are accepted.
- Tuition is a flat monthly rate
- The monthly payment amount is divided evenly between the 9 months from August to May, inclusive. The tuition fee is the same whether there are 5 or 2 lessons in a month.
- A non-refundable enrollment fee of \$40 per student is due upon enrollment each year. This holds your spot in the studio and covers the initial cost of books and materials.
- Students will need to purchase method books and music on occasion throughout the year. Books may be purchased from the studio. Additional event fees may be required for festivals, competitions and other performance events.
- Students should plan to commit to lessons for the full school year. If unforeseen circumstances require a student to terminate lessons mid-year, one month's paid notice is required to end lessons.

## Welch School of Piano 2023-2024 Media Release Form

Please be advised that your child may be photographed or videotaped at various classroom and studio events. Does the instructor have permission to feature photos and/or videos of this student on the studio website, social media, and/or promotional items?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

Signature \_\_\_\_\_

Date \_\_\_\_\_

Student Name \_\_\_\_\_