

# Alexandra Grace Music Studio

## Policies - Fall 2025

### I. BINDING NATURE OF STUDIO POLICY

Please review this Studio Policy as it sets out the rules that our studio has established to make the learning experience beneficial for all students. These rules are part of the contract you have with our studio. While we know that unexpected events may arise that necessitate an exception to these rules, we reserve the right to determine when to grant any such exception.

### II. PAYMENT TERMS

Tuition is due by the start of the semester. If you are unable to pay for tuition in full at the beginning of the semester, we offer a weekly payment plan by credit card only. If you choose to pay by card, you will be required to input your card information on the **Payment Form** to allow transactions throughout the semester. If payment is not made by the first lesson of the semester, the student's reservation for the semester may be cancelled.

#### Tuition for the 12-Week Fall Semester

	Cash / Check	Card	Payment Plan
30-Minute Lessons	\$480	\$504	\$42 x 12
45-Minute Lessons	\$720	\$756	\$63 x 12
60-Minute Lessons	\$960	\$996	\$83 x 12
Groups	\$330	\$348	\$29 x 12

### III. MAKE-UP LESSONS & REFUNDS

The studio does not give credits or refunds for lessons missed by a student. If a student provides at least **48 hours advance written notice** (via text or email) of an expected absence and if the reason for the absence is in the judgement of the studio beyond the reasonable control of the student, then the studio may provide make-up lessons if a time slot is available. The offering of a make-up lesson will be within the complete discretion of the studio.

Each student is provided two make-up lesson opportunities per semester. If a student misses a lesson for whatever reason, they will be provided an opportunity during make-up days to schedule up to two make-up lessons. Make-up lessons may also be scheduled during another available time slot during the same week if possible.

#### Make-up days for Fall 2025

November 11th | December 17th

#### IV. TEACHER'S ABSENCES

Illness or other emergencies may arise which prevent the teacher from offering a lesson at a scheduled time. If the teacher is unable to provide a scheduled lesson due to illness or other reasons, make-up lessons will be scheduled at a time when the student and teacher are available.

#### V. STUDENT TERMINATION

If a student decides for whatever reason to stop taking lessons, the studio requires 7 days advance notice of the termination. No refunds or credits will be provided for any pre-paid lessons. In addition, any scheduled make-up lessons will be cancelled with no refunds or credits provided. All unpaid fees must be paid prior to termination.

The studio reserves the right to terminate the contract with the student/parent if the student has excessive absences or if the teacher determines that the student is not cooperating or progressing in his or her music studies. Prior to any decision to terminate, the teacher will meet with the parents to discuss the situation. Refunds for pre-paid lessons will be provided at the discretion of the studio.

#### VI. MISCELLANEOUS POLICIES

- ***Recital Policy.*** Policies regarding recitals are outlined in the **Recital Application Form**. Please fill out the form by the specified deadline if you wish to participate.
- ***Enrollment.*** Students enroll for one semester at a time. Continuous enrollment requires re-registration before each new semester begins.
- ***Punctuality.*** Please arrive on time to the start of the lesson. A late student will be given only the time remaining in the student's scheduled lesson period. Students should be quiet while in the waiting area so as not to disturb other students. Parents should pick students up as soon as the lesson is over.
- ***Access.*** The studio is in a high traffic business area. We recommend that parents accompany their children to and from the studio. The studio is not responsible for any injuries or accidents inside or outside of the studio area.
- ***Photo & Video.*** The studio has YouTube, Instagram, and Facebook pages where we post student photos and small video clips from recitals. If you do not want your child's photos or videos posted, please let the studio know in writing.
- ***Materials.*** Please bring your music, water, and any other necessary materials to each lesson.
- ***Health & Hygiene.*** If you feel sick, please stay home and rest. You can request an online Zoom lesson if you are unsure if you are well enough to come in.