

Westfalls Music Studio Policies 2022/23

CONTACT:

Email: westfallsmusicstudio@gmail.com

Phone: 682-712-5260

Address: 2101 Copperfield Court Frisco, TX 75036

Skype: monika.idasiak

Zoom: (Link upon request)

TUITION AND FEES:

Tuition is calculated based on the number of lessons within a calendar month and the scheduled lesson length. The tuition is non-refundable and non-transferable. You will receive a monthly invoice to your e-mail address. Payment is due on the 1st of each month or the invoice date.

30 min (\$40); 4 lessons a month - \$160; 5 lesson months - \$200

60 min (\$70); 4 lessons a month - \$280; 5 lesson months - \$350

PAYMENT:

Checks payable to WestFalls Music Studio; or Zelle: Chase Bank: 6827125260

WITHDRAW:

There is no long-term contract. Please provide written information to westfallsmusicstudio@gmail.com at least 14 days before the date when you would like to discontinue your lessons.

MAKE UP LESSONS, STUDENT ABSENCES, and CANCELLATIONS:

Regular attendance at lessons and fulfillment of performance commitments are essential to the student's success. Cancellations must be made a minimum of 48 hours in advance – regardless of the reason. There will be no make-ups arranged for lessons missed by the student without 48 hours of notice. I will attempt to accommodate make up lessons otherwise. Switching to an online lesson is a great option if a cancellation cannot be made 48 hours in advance (such as in the event of sudden inclement weather) and can be immediately accommodated.

Failure to cancel timely will result in the forfeiture of the lesson and you will be fully charged. If it is necessary for the teacher to cancel, a make-up lesson will be arranged. Otherwise, the missed lesson will be deducted from the tuition that month.

Westfalls Music Studio is a multicultural studio and honors each religious or ethnic holiday. However, if you know in advance that the student must miss a lesson, proper rescheduling arrangements 24 hours prior to the lesson must be made with the teacher prior to missing a class. Failure to communicate a missed lesson due to a religious or ethnic holiday is considered a **no show**. Thus, the lesson will be charged at the regular rate.

COMMUNICATION:

Please ensure you review the monthly invoice email as well as the invoice itself. If you do not see the monthly email, please check your spam folder. Westfalls Music Studio is not responsible for any failure to review monthly email communication and invoices.

PICKUP, DROPOFF, and TARDINESS:

Students dropped off for lessons should be no more than five minutes early; students must be picked up no later than five minutes after lesson ends. Westfalls Music Studio cannot provide child care/supervision after the student's designated lesson time.

Please understand lessons with different students are scheduled back to back; if you are late to a lesson, Westfalls Music Studio cannot extend your student's lesson into another student's scheduled time.

PREPARATION and ADVANCEMENT:

Students are fully responsible to be prepared for their lesson by bringing their own music books and materials to the class. Westfalls Music Studio does not provide music books for students. If a student comes unprepared for the lesson you will be fully charged.

The student's advancement is in direct proportion to the amount of time spent in proper practice. Each student should practice at a regularly scheduled time at least five days each week. Practicing every day is preferred. Consider mornings for a practice time. This generally works well and certainly avoids competition with after school activities. *The most important day of practice is lesson day right after the lesson when the student is ready for maximum retention.* Your follow up with the student is critical to their success!

I have read and understood all Westfalls Music Studio Policies:

Printed name: _____

Signature: _____

Date: _____