



### RKO Music Studio Policy

#### **Tuition**

Lessons take place once a week and are paid for monthly in full on the first lesson of each month. Students may take 30 min lessons at \$130/month or 60 min lessons at \$250/month; these are flat rates. Students will be charged a \$35 fee for any late payments. Any and all payments are non-refundable.

#### **Make-ups**

Students are allowed 3 make-up lessons per year, provided that at least 24 hrs notice is given. Please note that you cannot “skip” lessons without paying. If you miss a lesson, it is your responsibility to work with me in getting it made up. If I miss a lesson, I will work with you to get it made up at a mutually convenient time. Consistent attendance reinforces steady practice and a long-term commitment to music. Missed make-up lessons are automatically forfeited.

#### **Holidays**

Please note that the studio is closed for one week in December and one week in the summer. Lessons falling during these times are not made-up. This is because the time off is factored into your lesson rates.

#### **Recitals**

Students are strongly encouraged to participate in the annual recital. This is your child's chance to shine! The recital is scheduled months in advance, typically during a lull in the year, such as January.

These policies allow both student and teacher to focus on what's important – making great music together. By enrolling in lessons, you agree to the policies listed above. Please don't hesitate to contact me with any questions or concerns you may have. Thank you in advance for your understanding.