

MCMusica Studio Policy

The purpose of the studio policy is to ensure that everyone is treated fairly and that the studio runs smoothly with the best results.

Student/Parent Expectations:

- The piano should be well maintained and regularly tuned. If it is a digital piano, it should have 88 full-sized, weighted keys with authentic touch and tone, and sustain/damper pedal.
- The expected amount of daily practice is different for every student as it depends on his/her goals, priorities and age. Each student will work and progress at his/her own rate and will not be compared to the others. However, in order to progress satisfactorily, daily practice is necessary. Much of the learning of an instrument takes place at home, between lessons. The more productive the home practice is, the better the progress.
- To develop self-discipline, it is suggested that a regular time for practice be set aside each day (at least 5 days a week). Work with your child to set up a daily, uninterrupted practice time to establish a routine. The study of music is rewarding and enjoyable, but it is also commitment to work!
- The teacher will assist the student in practice strategies and together we will develop a practice plan. Also, their weekly assignments will always be written in their notebook.
- As you know, your child will only be as committed as you are. To insure you get your money's worth out of piano lessons, teachers need parents' help to motivate and support students and to make music study a productive experience. Therefore, please try to limit criticism and always be a source of positive support for your student.
- If you or the student is having difficulty in understanding what teacher expect or feel that teacher is in any way being harsh, please let the teacher know. Learning piano should be a fun and uplifting experience, one that is a joy to work on and not just drudgery.

Tuition:

- The payments are due on the 1st of every month.
- ACH transactions are preferred, but checks or cash are also accepted.
- When students enroll, they are reserving their place in the studio for the entire year, **THIS IS A YEAR LONG COMMITMENT.**
- Tuition covers not only the actual lesson time spent with the student, but time preparing for each student as well. This includes:
 1. An individualized plan for each student's course of study.
 2. Development of teaching materials, sometimes including pieces transcribed specifically for your child.
 3. Training and experience.
 4. Recital preparation and repertoire planning.
 5. Professional organization memberships.

6. Continuing education.
7. Music lending library.
8. Driving time and expenses.
9. Written progress reports for each child at least once a year.
10. Sheet music and method books.

Scheduling and Cancellation Policy:

- The student's lesson day and time will remain the same unless mutually agreed upon by the teacher and student/parent or if it falls on a national or religious holiday. During the summertime lessons will continue however the schedule is subject to change. *Lessons are a year long commitment.*
- Try to choose a lesson time in which you feel confident. Please understand that the tuition you pay reserves an exclusive weekly time in the teacher's schedule for your child. Unlike a doctor or a hairdresser, the teacher cannot resell that time nor can they create extra teaching time in which to give lessons.
- No payment credit or makeup lessons will be provided for students who miss lessons or cancel it for any reason. The only exception is if the teacher must cancel. In which case a makeup lesson can be scheduled or a credit given. This policy is in place to enforce consistency of lessons which is directly related to the progress and success of the student.
- To help accommodate an occasional unavoidable change in student's schedules, lessons can be swapped with other students if the teacher is able to accommodate the swap. Therefore, You can choose to be part of the email Swap List. (Please let me know if you do not want to be included in the list.) Most parents receive only a few requests a year from someone who'd like to switch lesson times. Please let the teacher know if you have made a swap so the teacher can plan accordingly. It's easiest to just cc me on the final email between two parents confirming that a switch will be happening.

Termination of Program:

- If you desire to stop taking lessons, a two-week notice is required. There will be no refund for remaining paid lessons without the two-week notice.
- I retain the right to terminate lessons for any student based on difficulty in discipline during lessons or lack of payment.

This policy may be amended occasionally as needed. Studio clients may be notified of such amendments by e-mail, or on the studio web site at least 2 weeks prior to the effective date of the amendments. All these forms of notification shall be considered valid and binding on both parties.