

**ABIGAIL JOHNSON
PIANO LESSON POLICY
September 2019**

The following guidelines are to ensure clear communication between teacher and student. You have the right to expect an excellent standard of teaching from me, including cheerfulness, energy, patience, punctuality, responsibility, and a God glorifying attitude. Setting these guidelines allows me to do my job as educator and to maintain regularity in my schedule.

I.  SCHEDULE

The teacher offers private piano lessons on Mondays, Tuesdays, Wednesdays, and Thursdays. Piano students are expected to come at least ten months out of the year, typically September through June. However, most students will be encouraged to continue piano lessons during the summer to keep developing in their music studies.

There will be no lessons the week between Christmas and New Year's.

II. INVESTMENT

Piano lesson tuition is due the first of the month. Accepted methods of payment are cash, check, PayPal, or ZellePay. Please make checks payable to Abigail Johnson.

30 min	\$52 per month	\$13 per lesson
45 min	\$78 per month	\$20 per lesson
60 min	\$104 per month	\$26 per lesson

Family member discount* 10% OFF monthly rate.

Example below shows the monthly rate assuming each child receives a weekly 30-minute time slot:

1 child	\$52 per month
2 children	\$104 ⇒ \$94 per month (10% OFF)
3 children	\$156 ⇒ \$140 per month (10% OFF)

**Family member discount is only for family members living in the same household taking weekly lessons.*

III. MISSED LESSONS

The monthly fees reserve a weekly time slot. These are flat fees to reserve your, or your child's, weekly time for lessons, whether you choose to attend or miss. Fees are charged by the month, and are not lowered nor refunded for missed lessons. Please note that, during the year, **some months will contain an extra week for which there is no additional charge.** It is highly recommended that you attend regularly during these months, helping you to compensate for any lesson(s) you may have missed during the year.

If a student is unable to attend their lesson, they are expected to notify the piano instructor in advance. Students unable to attend in-person may request a Skype lesson in their regular time slot or send a family member / friend in their place.

IV. DISCONTINUATION OF LESSONS

If a student wishes to discontinue lessons, at least two weeks' notice is required to make a smooth transition. There are no refunds for lessons already prepaid.

I have read this policy and I understand it.

Parent Signature

Date