

**ABIGAIL JOHNSON
PIANO LESSON POLICY
APRIL 2018**

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 or a check. Please make checks payable to Abigail Johnson.

30 min.....	\$48 per month	\$12 per lesson
45 min.....	\$72 per month	\$18 per lesson
60 min.....	\$96 per month	\$24 per lesson

Family member discount* 10% OFF monthly rate.

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

1 child	\$48
2 children	\$96 ⇒ \$86 (10% OFF)
3 children	\$144 ⇒ \$130 (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 bear in mind 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.

Make-up lessons will be given *only* for family emergencies or inclement weather cancellations. Make-up lessons will be scheduled if time slot is open Wednesday, Thursday, or Friday. If the student misses the make-up lesson, the lesson is forfeit.

IV. DISCONTINUATION OF LESSONS

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

I have read this policy and I understand it.

Parent Signature

Date