

MUSIC STAR STUDIO'S POLICIES AND PROCEDURE FOR HAPPY MUSIC LESSONS

To the Parents (or adult students):

1. Payment is due at the first lesson of each month for the entire month – NO EXCEPTIONS! Payments can be mailed, or made online securely via the website.
2. If you must make a cancellation with less than a 12 hour window you will have to pay in full for the lesson. Additionally, if you fail to cancel and your teachers arrives for your lesson, you will be required to pay in full for that lesson.
3. Be on time – there is no extra lesson time given to late comers! If the teacher is traveling to you, the lesson time begins when the teacher arrives, so be prepared!
4. If you miss a lesson for any reason, no make-up lesson will be given. If you need to change your lesson time during the week, YOU are responsible for calling the teacher ahead of time and switching times. This should not be a frequent occurrence.
5. Music Star Studios will procure all of the music books and will expect for you to purchase them from MSS as needed. There will be no extra charge for this service, and the books will be invoiced at retail price.
6. Parents are not permitted to sit in on the lessons – of course, you may be nearby during the lesson, just not in the same room.
7. Music Star Studio Teachers take all national holidays off – this includes Labor Day and Memorial Day. At Thanksgiving, Music Star Studio Teachers take off Wednesday, Thursday and Friday of Thanksgiving week. There will be two months during the school year when your child will get five lessons. You will not be charged extra for these lessons. This is because Music Star Studio Teachers will only teach two lessons in December. (This applies to students taking lessons both in the Fall and Spring terms.)
8. This school year's calendar will be from the beginning of September through the end of April. Music Star Studios will be offers piano lessons in May, June, July and August on an individual lesson basis. We understand that many families do their traveling during the summers and will work out the scheduling and payments accordingly.

Especially to the students, but parents please read also:

1. You must practice 30 minutes AT LEAST THREE DAYS EACH WEEK – excluding lesson day – and advanced students must practice 45 minutes to one hour. Any theory homework can be counted towards the practice time.
2. You are responsible for any assignment that your teacher gives you during the week. If any homework is to be handed in, it must be prepared BEFORE the lesson.
3. No talking back to your teacher or playing piano while your teacher is talking.
4. You must be seated at the piano during lesson time unless your teacher tells you to do otherwise.
5. If you find it difficult to follow these rules as a regular habit, you will have to sit down with your teacher, your parents and Ms. Emily. We will all discuss what is going on that is prohibiting you from doing your lesson work. Then we will take one month to either improve your habits or decide not to continue with piano lessons.
6. You get the chance to play in a recital once a year! You will play two pieces of music to show everybody how you are doing. You may also have the opportunity to play in some piano "rallies" – that is, playing with other kids your age and seeing how well you do in comparison with them. This is not required (but the recital is required and fun!).

QUESTIONS?

Contact Ms. Emily via phone at 615-297-5595
or email her at emily@musicstarstudios.com

Parent Signature: _____ Print name: _____

Date: _____

Student Signature: _____ Print name: _____

Date: _____