

LESSON SCHEDULE

- **ANNUAL LESSONS** FOLLOW A FIXED SCHEDULE FOR A SET DAY AND TIME FROM SEPTEMBER TO JUNE, EXCLUDING THE HOLIDAYS LISTED IN CONNECT MUSIC SCHOOL'S CALENDAR (AVAILABLE ONLINE AND THROUGH EMAIL).
- **SUMMER LESSONS** WILL BE PRE-BOOKED BASED ON AVAILABILITY OF BOTH PARTIES.

LESSON TIME

- IN THE EVENT OF A STUDENT BEING LATE TO THEIR LESSON TIME, THE INSTRUCTOR IS ONLY REQUIRED TO PROVIDE THE LESSON FOR THE REMAINDER OF THE SCHEDULED TIME.
- IF THE STUDENT IS MORE THAN 15 MINUTES LATE, THE INSTRUCTOR MAY LEAVE AND THE LESSON IS FORFEITED.
- IF A TEACHER IS LATE DUE TO ROAD CONDITIONS, THE STUDENT WILL STILL RECEIVE THE FULL LESSON TIME, STARTING AT THE TEACHER'S ARRIVAL TIME.

STUDENT CANCELLATIONS

- **THE LESSON TIME IS RESERVED SPECIFICALLY FOR YOU.** IF A STUDENT IS ABSENT FOR THEIR REGULAR LESSON TIME, THE FEE WILL PROCEED TO BE CHARGED.
- IF A MINIMUM OF 48 HOURS NOTICE IS GIVEN, THE INSTRUCTOR MAY BE ABLE TO ARRANGE A MAKEUP LESSON TIME, IF THEIR SCHEDULE PERMITS AND THIS IS OFFERED WITHOUT OBLIGATION.

LESSON WITHDRAWAL

TWO WEEKS WRITTEN NOTICE (2 LESSONS) IS REQUIRED TO WITHDRAW FROM LESSONS. STUDENTS ARE ENCOURAGED TO TAKE THEIR LESSONS UP UNTIL THE FINAL LESSON DATE.

TUITION FOR THOSE 2 WEEKS WILL NOT BE REFUNDED.

PLEASE DO NOT HESITATE TO REQUEST A TEACHER CHANGE IF YOU ARE NOT SATISFIED WITH YOUR CURRENT INSTRUCTOR.

PAYMENT

- ANNUAL REGISTRATION FEES FOR EACH FAMILY WILL BE CHARGED (\$30)
- A FULL MONTH'S TUITION IS DUE AT THE BEGINNING OF EACH MONTH AND WILL BE WITHDRAWN FROM AUTOMATED PAYMENTS ON THE FIRST OF EACH MONTH.
- PAYMENT FORMATS INCLUDE PRE-AUTHORIZED DEBIT OR AUTOMATED CREDIT CARD PAYMENTS.
- IF PAYMENTS ARE DECLINED, AN NSF FEE OF \$40 WILL BE APPLIED

TUITION

- TUITION IS CALCULATED USING THE TOTAL NUMBER OF TEACHING DAYS IN THE SEPTEMBER TO JUNE ACADEMIC YEAR.
- IT IS PAID IN EQUAL INSTALLMENTS BASED ON THE NUMBER OF MONTHS OF LESSONS.
- THE PAYMENT AMOUNT WILL BE CALCULATED AT THE TIME OF REGISTRATION.

TEACHER CANCELLATIONS

- INSTRUCTORS THAT CANCEL A LESSON ARE REQUIRED TO RESCHEDULE WITH THE STUDENT.

LESSON SPACE

- LESSONS MUST TAKE PLACE IN A SPACE FREE OF DISTRACTIONS (NO PETS, SIBLINGS, BACKGROUND NOISE FROM ELECTRONIC DEVICES - TV OR MUSIC)

LESSON MATERIALS

- LESSON BOOKS ARE TO BE PURCHASED BY THE STUDENT AND ARE AN ADDITIONAL COST TO THE LESSON FEE.
- PIANO RENTALS MUST BE RETURNED BEFORE THE 5TH OF THE NEXT MONTH OR A FULL MONTH'S RENTAL FEE WILL BE APPLIED
- PIANO RENTALS NOT RETURNED BEFORE JULY 15TH, WILL HAVE THEIR ACCOUNT CHARGED FOR THE FULL VALUE OF THE PIANO (\$250.)