

# The Piano Prep Academy

## Spring Semester 2025

615-392-0608

### Teacher's Commitment to Parents and Students

My commitment is to instill the enjoyment of music while working towards short- and long-term goals. The curriculum used is catered to your child's specific learning needs.

### The Responsibilities of Students and Families

- Material assigned should be practiced at least 3-5 times throughout the week. In order to take full advantage of the lessons, it's important that the student practices.
- Students are required to come with all materials needed for the lesson (including notebook with teacher's written assignments).
- Students are expected to be on time for their lessons. If a student is late for a lesson, the time will not be made up.
- If a student is having any difficulty that might affect their ability focus and learn, please text or call the teacher in advance. Personal details do not need to be shared, but a general idea would help the teacher adjust the lesson for the student.

### Expectations of Parents

- Parents are encouraged to help their children practice in order to achieve their goals. This is especially critical for young students (ages 5-8). If you are not a musician, please ask the teacher for suggestions on how to help your child improve.
- If the parent wishes to sit in on lessons (especially for students ages 5-6), this is encouraged, but not a requirement.
- The parent(s) are expected to keep track of the lesson days/times as well as makeup lessons.

### Materials

- The teacher will recommend books the parents should buy for their students. Most books the teacher uses can be found on [amazon.com](https://www.amazon.com) or [sheetmusicplus.com](https://www.sheetmusicplus.com).

### Cancellation & Other Policies

- If the teacher cancels a lesson, these will be made up.
- If a student misses a lesson without 24-hour notice, then the lesson will **not** be made up.
- Students are allowed **two** make up lessons per semester. Any cancellations (with 24-hour notice) that exceeds two lessons will not be made up. 24-hour notice is required for a lesson to be made up.
- Makeup lessons for last minute cancellations are offered for a \$10 fee (per 30-minute lesson) or \$15 (per 45-minute lesson). **This is offered once per semester.** It's recommended to use this makeup only for sick/contagious students.
- Makeup lessons do not rollover into the next semester. Makeup lessons must be completed in the semester in which they were missed.

- You are encouraged to choose a lesson time that you feel confident you will be able to make every week. Your payment per semester guarantees your child’s spot for the duration of the semester.
- If a student fails to attend a lesson two weeks in a row without 24-hour communication, then the student will automatically be dismissed with no refund.
- If your child is sick or contagious, online lessons are offered.
- If bad weather is predicted (flooding, snow, ice, etc.), then online lessons are offered. If a student is not able to make it to the online lesson, then the lesson will not be made up.
- If a student would like to discontinue lessons for any reason, then two-week notice is required as well as payment for the following two lessons (the student is encouraged to attend the following two lessons). Payments with discounts are non-refundable.
- The teacher reserves the right to dismiss a student. Monthly payments are refundable, but payments with discounts will not be refunded.
- The teacher is not liable for any injury on the property.

**Payment Policy**

The Spring Semester is January 6<sup>th</sup>-May 26<sup>th</sup> and includes 18 lessons.

- The Piano Prep Academy is **closed** February 10<sup>th</sup>-12<sup>th</sup>, March 31<sup>st</sup>-April 2<sup>nd</sup> and will be closed one other week during the semester (TBD – this is meant to be a built in sick/flex week for the teacher – if the week isn’t used throughout the semester, then the semester will end a week early). Please mark these dates in your calendar.
- All payments with discounts are non-refundable.
- **A \$25 fee is incurred if payment has not been received by the 8<sup>th</sup> of the month.** Payment reminders are the responsibility of the parent(s).
- All new students will be expected to pay the first payment at their first lesson.

**30-minute lessons - \$630**

- 5 monthly payments of \$126 paid by the 8<sup>th</sup> of each month.
- 2 payments of \$310 due by January 8<sup>th</sup> and March 8<sup>th</sup> (\$10 discount).
- 1 payment of \$610 due by January 8<sup>th</sup> (\$20 discount).

**45-minute lessons - \$945**

- 5 monthly payments of \$189 paid by the 8<sup>th</sup> of each month.
- 2 payments of \$465 due by January 8<sup>th</sup> and March 8<sup>th</sup> (\$15 discount).
- 1 payment of \$922.50 due by January 8<sup>th</sup> (\$22.50 discount).

I, \_\_\_\_\_ (parent’s name), have read, understand, and accept the Piano Prep Academy Studio Policies and will abide by all policies listed in the document. By signing this document, you commit to all of the **future policies** established by The Piano Prep Academy. **If parents have signed in previous semesters, this does not need to be signed again.**

\_\_\_\_\_ Parent Signature \_\_\_\_\_ Date