**Hanna Aparo Piano Studio**

**STUDIO POLICY AND AGREEMENT**

1. **Lessons.** This Studio Policy and Agreement is a legal contract between Studio and Student for private, individual music lessons provided by Studio to Student. Student agrees to enroll with Studio for such lessons and abide by the provisions of the Studio Policy, as a condition to Studio providing music lessons to Student.
2. **Lesson Schedule.** Private individual lessons are conducted on a weekly basis, for either 30 minutes, 45 minutes, or 60 minutes, depending on the assessed level and development of the Student. The length of the lesson remains the same, regardless of tardy arrival by Student. For **Zoom lessons**, if the student is not logged in within the first 15 minutes, the lesson will automatically be canceled without credit or makeup. Lessons longer than 60 minutes may also be arranged in certain circumstances, such as preparation for advanced-level performances. Each student is designated a specific, ongoing weekly day and time for lessons which has been reserved exclusively for Student, which generally precludes Studio from accepting other teaching or performing opportunities during that time. Therefore, Students are expected to attend all scheduled lessons, unless otherwise arranged in advance with the Studio.
3. Tuition. Tuition fees are based on a rate of $45/30 min, $65/45 minutes, and $85/1 hr. Tuition is due at the first week of the month. For Pay As You Go: additional $5 per lesson. Lessons are ongoing and an automatic payment request will be sent on the first scheduled lesson at the beginning of the month. (unless you are doing "Pay as you Go" lessons or have previously discussed with me your desired schedule for the month)
4. **Payment.**  Monthly tuition may be personally delivered to the Studio before or on the first lesson of the month. Method of payment is by **cash (preferred), check, Zelle (**[**hanna.aparo@gmail.com**](mailto:hanna.aparo@gmail.com)**) or Venmo (@Hanna-Aparo). Late fee** is $2/day which will be billed together with the monthly payment or as a separate bill.
5. **Lesson Schedule.** Lesson time reminders are sent through Google calendar invites. If you anticipate that you will be out on any week or need to reschedule a lesson, please notify me as soon as possible. For sickness/emergencies, a Zoom/Facetime lesson will take place or a recorded lesson video will be sent over in place of the lesson.
6. **Materials; Activity Fees.** Students will be informed of the required music materials at lessons. Students are responsible to purchase materials directly from the store or online, unless otherwise provided by the Studio. The cost of materials and fees for participation in recitals, festival, evaluations, competitions and other activities will be charged separately. Borrowed materials which have been subsequently lost by the Student will be charged the replacement cost.
7. **Recitals.**  Recitals are generally held twice a year. The Recital fee is $30/student and due anytime before the recital date. Participation is optional but highly recommended.
8. **Canceled Lessons.** Lessons canceled or missed by Student will not be refunded, credited, or provided with a make-up lesson. However, in the event of an anticipated cancellation, Students should provide **at least 24 hours’ advanced notice** so that the Studio can attempt to reschedule the Student’s lesson (dependant on the teacher’s schedule) or agree to the # of lessons for that particular month. **Requests to reschedule on the day of** and will be considered "missed".Lessons canceled by the Teacher for any reason other than scheduled Studio closures or holidays, will be provided a make-up lesson or a recorded video lesson, but will not be refunded or credited unless Teacher has unavailability. If the Teacher has a last minute day-of conflict, a recorded video lesson or credit will be given which is dependent on the Teacher’s schedule.

1. **Winter Months.** For days when there is bad weather or road conditions, we will do Zoom/Facetime lessons. I can show you how to set this up if you are unsure. If you feel sick or an oncoming of sickness, please notify me right away and do not come to the studio. A make-up lesson or recorded video lesson will be provided if the schedule allows or we will do a Zoom/Facetime lesson. For entering the studio, I will do my best to make the pathway clear and give enough light. Please watch your step, especially when there is snowy weather!

1. **Summer Months.** If a student would like to pause lessons for one month or more, a payment equaling half the amount of one month's lessons is **required to hold** the student's time slot in the studio. If no payment is given, there is no guarantee the lesson day/time will be available once the student comes back from the break.

Lessons requesting a pause over 2 months are subject to the teacher's discretion.

1. **Termination of Lessons.** Lessons are continuous and ongoing. Student may terminate lessons for any reason. To terminate lessons, Student must provide at least one month’s advance written notice to Studio, during which month the tuition has been paid in full. If Student does not provide one month’s advance written notice, the Studio shall charge Student and Student shall be liable for, one month’s tuition in full, even if no lessons are provided during that month. Studio may also terminate lessons for any reason, at the sole discretion of Studio. If Studio terminates lessons, tuition will be pro-rated up to the last lesson taken and a refund provided, if applicable.
2. **Studio Expectations.** Students are expected to:

* Treat the Studio teacher, Studio personnel, other students, and Studio property respectfully
* Bring required lesson materials and books to each lesson
* Complete practice and written assignments

The Studio will provide Student with verbal or written warnings of breaches in Studio Expectations, and Student has the opportunity to correct or rectify such breaches. Repeated or frequent breaches may result in termination of lessons.

1. **Parents or Siblings at Lessons.** Parents are welcome to attend and quietly observe the lesson in the waiting area provided by Studio. However, if a parent’s presence is disruptive to the concentration and efforts of Student, the parent may be asked to kindly wait outside until the end of the lesson. Siblings who are students and are awaiting or finished their own lesson may stay during their sibling’s lesson.

THE UNDERSIGNED HAS READ THIS STUDIO POLICY AND AGREEMENT, AND FULLY UNDERSTANDS AND AGREES WITH ITS TERMS, CONDITIONS, AND PROVISIONS.

STUDENT (Parent/Guardian if Student is a minor): Hanna Aparo Piano Studio:

Signature Signature

Print Name: Print Name:

Date: Date: