



Studio Policies

Miss Shannon's Music Studio strives to achieve the highest standards in music education by providing the community with experienced and educated teachers. We provide a comfortable environment ideal for nurturing creativity, family bonding, self-esteem, focus, confidence, and emotional development. We hope to provide a love and foundation of music from babies to adults.

Student & Family Obligations

Students agree to arrive at each lesson punctually, well-prepared, and with their assignment books and music. To make good progress, daily quality practice is necessary. Miss Shannon's Music Studio wants you to completely understand every assignment. Please ask questions. Practicing guidelines are as follows: Practice 4 - 7 days a week for 15 to 30 minutes a session or as instructed by your teacher.

If something is happening at home or school that is affecting your child, please let us know. Please err on the side of caution by letting us know more so we can be sensitive to the needs of your child. A quick text on the way to lesson can make the difference between a great lesson and a difficult one. (Did Max just find out that he didn't get the part in the play? Give me a heads up. Was Jane hospitalized on your recent trip to Thailand? Let us know!)

Students are to be respectful of all the Studio's instruments and property; including restrooms, lobby area, and parking lot.

Tuition

Tuition covers not only the actual lesson time spent with the student, but time preparing for each student as well. This includes:

- An individualized plan for each student's course of study
- Development of teaching materials, often including pieces composed specifically for your child
- Training and experience
- Recital preparation and repertoire planning
- Professional organization memberships
- Continuing education
- Music lending library

Private Lessons: On the 1st of the first of the month, you will receive an invoice via email for your monthly tuition. Full tuition is due by the 1st of the month. If your invoice is not paid in full by the 28th of the month, a late fee of \$25 will be assessed. If special arrangements need to be for the month, please contact the Studio.

Musikgarten Classes/Group Classes: Semester tuition will be sent the week before classes begin. Payment is due in your first class. Tuition includes materials and registration. If special payment arrangements are needed, please contact Miss Shannon before the session begins. Make-ups may be made throughout the session at other classes but no credits or refunds will be given for missed classes.

Musikgarten/Group Class prices vary depending on the session. Please check our website for pricing information.

Private Lesson Tuition: 30-minute lesson \$25. Forty-five-minute and sixty-minute lessons are also available. Lessons are typically once a week and invoiced monthly. All account information is listed in your My Music Staff account. You can set up a bank draft, credit card, or debit card payment. When using a credit card a small fee will be assessed.

Musical Tuition is \$200.

Summer Lesson Policy

We encourage all students to continue through the summer. This insures your (your child's) progress continues, and will hold your current spot and teacher. In order to hold your current schedule and teacher a minimum of 4 lessons are required during the summer. A hold fee of \$80 will insure your/child's schedule and teacher if unable to attend for the summer.



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Refund Policy

We have a no refund policy. If lessons are discontinued, the remainder of the month's tuition is due. We require one weeks notice for cancellation.

Registration Fee

Each student pays a yearly registration fee of \$25. This fee is due annually each August and will be included in tuition. This pays for the cost of running the music studio as well as the time spent doing things in addition to actual teaching. (This fee does not apply to group classes and Musikgarten as registration is included.)

24-Hour Cancellation Policy

Important – Please read closely as this policy will be strictly enforced.

Lessons must be canceled 24 hours in advance of your lesson. We will try to reschedule your lesson if you provide 24-hour notice. If your lesson cannot be rescheduled, your payment may be transferred to the next month. If you do not call or do not show up for a lesson, payment is still expected. Inclement weather days will be determined by Noon on the day of the lesson. If we deem it is not safe for your lesson, we will email, post messages on social media, and send a text alert. We understand that sometimes emergencies happen. Please call as soon as possible if an emergency arises so that we can work with you on rescheduling.

Music & Material Fees

Each student pays a Music and Materials fee. This covers all music and materials used during the entire course of the semester. The music and materials fee will be paid with tuition for the month when books and materials are received.

This includes:

- Literature Books
- Sheet Music and Method Books
- Theory Materials
- Printing Costs
- Recitals
- Accompanist Fees

Media Release

Please review the policy below. You will be asked to accepted or decline the policy on the registration form. All photos may be used on our social media and website unless you decline.

MEDIA RELEASE POLICY

I hereby irrevocably authorize Miss Shannon's Studio to use photographs of me, my child, and/or my property and authorize her, licensees, legal representatives, and transferees to use and publish (with or without my name, company name, or with a fictitious name) photographs, pictures, portraits or images herein described in any and all forms and media and in all manners including composite images or distorted representations, and the purposes of publicity, illustration, commercial art, advertising, publishing, for any product or services, or other lawful uses as may be determined by Miss Shannon's Music Studio.

I further waive any and all rights to review or approve any uses of the images, any written copy, or finished product. I am of full legal age and have read and fully understand the terms of this release.

Medical Release

If any emergency medical procedures or treatments are required during the Student's participation in any and all activities associated with Miss Shannon's Music Studio, I hereby consent to the instructor or staff taking, arranging for, or consenting to the procedures or treatment at his, her, or their discretion. The only time a decision will be made regarding a serious injury or accident will be when extenuating circumstances prevent direct contact with parents/guardians regarding the matter.

By checking the boxes in the registration form you have agreed to all of the terms.