

Private Music Lesson Policies and Prices

August 2016

*AB Music School
68 1/2 Blossom St. Nashua, NH 03060
(978) 846-1957*

Welcome to AB Music School! For the past 10 years, we have dedicated our lives to spreading the joy of music to the community. We encourage our students to push themselves to their full potential while demonstrating the fun in self expression through the arts. This document serves to let the parent and/or student know of policies set in place by your instructor in the event of cancellations, inclement weather, vacation days and information on tuition and payment. If you have any questions or concerns regarding anything listed in the lesson policy, your instructor will be happy to explain and discuss why these policies have been put into place.

Tuition

- Tuition rates set by the school as of August 2016 are \$30 per 30 minute session or \$60 for a 60 minute session.
- Lessons are to be paid for on the first lesson day of the month for the entirety of the month.
- If payment is not made by the 15th of the month, a \$10 additional late fee will be added.

Payment

- Lessons are paid for with cash or check. Prices vary depending on the number of lessons per month. For example:
 - 4 week month, 30 minute lesson: \$120
 - 5 week month, 30 minute lesson: \$150
 - 4 week month, 60 minute lesson: \$240
 - 5 week month, 60 minute lesson: \$300
- Your instructor will inform you of your payment requirement on the first lesson day of the month. Please let your instructor know immediately if you are having complications paying for your lessons.
- Checks can be made out to: Amanda Loreth

Attendance and Cancellations

- As a courtesy to your instructor, 24 hours notice is required if the student is to miss their scheduled lesson time. A makeup will be scheduled where time and space allow.
- If the student is going to be late to their scheduled lesson time, please call or message the instructor at (978) 846-1957. Lessons are scheduled back to back so if the student is late, they will only receive the time remaining in their lesson slot.
- If a student misses their lesson without notice on the first week of the month, (or any lesson that has yet to be paid) that lesson is still to be owed when payment is due the following week.
- Substitutions are allowed if a family has more than one child taking lessons with the same instructor. For example, if two siblings are taking lessons back-to-back, one child may take an hour lesson instead of their originally scheduled half hour in your paid time slot.
- Other attendance issues will be reviewed by the instructor on a case by case basis. Your teacher will try to be as accommodating as possible.
- Students are only allowed one cancellation for a payment credit within a 3-month period. All other missed lessons (with a minimum 24-hour notice) will be subject to a make-up

scheduled with your teacher. If the student misses the make-up lesson, payment for that lesson will be forfeit. Please talk to your instructor for further explanation and reasoning if necessary.

- Payment credits for a missed lesson will not be given as a monetary refund but are only to be taken off payment for the next month. If you chose to no longer take lessons at AB Music School, all other lesson payments remaining will be forfeit.
- If the student has missed two lessons in a row without payment or notice, the teacher reserves the right to remove the student from their scheduled time slot. If payment has been made and the student misses a lesson without notice, payment will be applied to each missed lesson and will be removed from the schedule after 2 weeks of unpaid lessons.

Makeup Lessons

- Make up lessons are only scheduled if the teacher is notified at least 24 hours before the student's scheduled lesson time. There are no makeups for a no call, no show during your lesson time.
- If a makeup lesson is missed without notice, the lesson is forfeited.
- If there are time conflicts known in the beginning of the month, please let your instructor know so they can reschedule lesson times accordingly.
- Make ups will be scheduled where time and space permit and should be resolved within the month.

Teacher Absence

- If the teacher is absent, the parent will be notified and a makeup lesson will be scheduled.
- If a makeup is not possible, a credit will be issued for the following month. A refund will not be issued in the event of an unused credit.

Vacation Days

Please Note: AB Music School's vacation days do not necessarily coincide with the public school system's schedule.

Set vacation days are as follows:

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Eve
Christmas Day
New Year's Eve

All other holidays and vacation days will be announced in the beginning of the month when payment is due.

AB Music School reserves the right to cancel lessons at any time. Makeups will be given unless a date and time can not be agreed upon.

Weather Cancellations

AB Music School does not always follow the public school open/close schedule. The instructor and school will make the best decision possible regarding the conditions of the roads and the safety of travel. Notifications will only be made if lessons are to be canceled due to inclement weather and if the instructor is present at the school, the 24 hour notification policy is in place. If there are any questions regarding weather related issues, do not hesitate to call or text the instructor at (978) 846-957.

Referrals

Our Studio has remained open throughout the years solely based on word of mouth and testimonials from our wonderful students and their parents. If you refer a new student that remains with us for 3 months or more, you will receive a free lesson credit on us! Just make sure to mention the referral to your instructor after they sign up.

As always, thank you for supporting the local businesses of the Nashua Community and AB Music School. Without your continued patronage, we wouldn't be able to share our passion for music with our many talented students. Please continue to spread the word to your family and friends throughout the community and thank you for keeping our doors open for the past 10 years!