

2023-2024 Business Policies

Purpose of Business Policies

The purpose of these business policies is to provide an understanding of the responsibilities of both the teacher and the student/parents.

Financial Information

- Tuition is based on a monthly rate of \$65 for ½ hour lessons, \$125 for hour lessons, \$95 for ¾ hour lessons (only available if scheduling allows). Lessons are given weekly. There are 33 scheduled lessons over the course of the entire school year, so I have divided the total for all of those lessons into even monthly payments during the 10 months that we will have lessons.
- Multiple Children Discount: First child will be charged regular price, any children after that will receive a discounted monthly rate of \$60.
- Tuition is charged monthly and due at the first lesson of each month. (A statement will be emailed beforehand.) A late fee of \$15 will be charged for each late tuition payment. A recital fee of \$5 will be added in the month of the recitals to each family participating in those. If you wish to pay for an entire semester or the entire year let me know and I will send an invoice accordingly, but it will be due at the beginning of the semester/year.
- The purchasing of any necessary music will be the responsibility of the parent/guardian. A link for the needed music will be sent during the student's lesson. Most music can be purchased through Amazon, Sheet Music Plus, or J. W. Pepper. As long as the music is what we require you are free to shop around and find a better price elsewhere if you like. If for some reason I purchase music for a student, reimbursement for that music will be due upon receipt.
- You have two weeks from the start of the school year/first lesson (if starting mid year) to change your mind about lessons, or to ask to change scheduling. After that you will be committed for the **entire school year**'s scheduled lessons. I will send a calendar at the beginning of the year, so that you will know the dates for breaks. However, if you have extenuating circumstances that cause you to need to drop lessons please come talk to me and we can discuss possible options.
- A non-refundable registration fee of \$25 per family will be charged when you claim a time slot for lessons. This will be due upon scheduling along with a registration form, and until I receive both of those your slot will be considered available to others who contact me about lessons. Scheduling is a lot of work every year and I need to know that people take it seriously. If you claim a spot and do not continue lessons, then I have missed an opportunity to fill that spot with someone who would. Please be considerate of my schedule, and others who may want the same time slot!

Cancellation Policy

As part of my contract with Peachtree Learning Center, I am required to support the following cancellation policies:

In the event of a missed lesson, please note the following:

- *Tuition is not refunded unless the missed lesson is a result of the instructor's absence and a make-up lesson cannot be scheduled.*
- *If you know in advance (a minimum of 24 hours' notice) that you will be absent, your instructor may be able to schedule a make-up lesson. However, your instructor is not required to offer this service as providing instruction to other students who are in attendance is a priority. Make-up lessons will not be offered for last minute cancellations.*
- *If your child becomes sick and needs to be absent, please notify your instructor as soon as possible. Your instructor will try to schedule a make-up lesson if possible.*

Per Insurance, if Peachtree Learning Center has to close due to inclement weather, every activity held in the building that day must be canceled. If a make-up lesson cannot be provided, the student will be credited for that lesson. If there is stormy weather (possible tornadoes), Peachtree may not have time to make a call on cancellation. This would be left up to the teacher & parent. If a teacher or parent feels unsafe traveling, a make-up lesson should be offered.

I do not provide make up lessons unless the student was sick or had an emergency. I have one day at the end of each semester for make up lessons. My schedule has become so full that I typically do not have flexibility to squeeze in make ups during a normal week. Lessons missed due to vacations or other reasons will not be refunded or made up. If I have to cancel a lesson it will be made up or refunded.

Practice Requirements

All students will be required to practice 4-7 days a week. The length of this practice time will vary dependent upon the student's academic level. Taking private music lessons is both a privilege and a responsibility. A lack of practice results in a lack of motivation, and makes it difficult for me to do my job properly. Please respect my time and your child's education by encouraging a regular routine of practice in your home. Please also keep in mind that I have a waiting list of students desiring to take lessons.

Students must have a good quality instrument to practice on. I highly recommend an acoustic piano, especially for more advanced students. Full sized keyboards with weighted keys will also work well. Anyone searching for a good instrument feel free to ask me questions, I will do my best to try to help you choose a good instrument that fits your student's needs.

Special Activities

Students are strongly encouraged to participate in Peachtree's annual recital. These recitals are essential to the development of musicianship skills as they provide an incentive for practice and memory work. The recital is formal (not black-tie, just "Sunday Best").

I also work with students who have opportunities to perform in talent shows at their schools or in worship services at their churches.

Teacher's Pledge

I promise to teach each student to the best of my abilities and be fair and professional in all my dealings with the student. I promise to discover what motivates and encourages each student in order to meet his/her individual needs. I promise to be available to each of my students and his/her parents – feel free to call, text, or email at any time with any question.

Student/Parent Pledge

Once you have read and agree to these policies and procedures, please sign the Business Policies Pledge on your student's registration, and retain this information for your personal records.
Thank you!

Call: (931) 761-5654

Text: (931) 256-5711

Email: pianopraises4Him.psalm150@gmail.com