

**Area Twenty-Two  
Music Facility  
2277 State Rd Unit G1  
Plymouth, MA 02360  
508-888-4407**

**LESSON DEPARTMENT POLICY**

**Tuition effective as of September 2019**

Tuition payments for lessons are made at the first lesson of each month. This payment style is a flat rate payment and is paid month-to-month.

We accept cash, check or payment via Venmo (@Mallory\_Area22)  
Checks can be written out to Area Twenty-Two.

**LESSON LENGTHS AND TUITION RATES**

LESSON LENGTH	MONTHLY TUITION
30 min	\$100.00
45 min	\$150.00
60 min	\$200.00

For those students who do lessons that are held biweekly on Fridays, the monthly tuition will be reflected as such:

LESSON LENGTH	MONTHLY TUITION
30 min	\$50.00
45 min	\$75.00
60 min	\$100.00

\*Be aware that if late on payment, a \$10.00 fee will be applied. Payments must be made by the end of the lesson day to avoid the late fee.

PLEASE HAVE PAYMENT READY AT THE BEGINNING OF THE FIRST CLASS.

This makes for smoother transitions between student lesson times. Thank you!

Note: With a tuition-style policy, there will not be any discounts for lessons that will be missed. So, whether you have to attend a school event or are going on vacation, the monthly amount stays the same. Please let me know what date(s) will be missed at the beginning of the month so that you can try to schedule a make-up lesson right away if you desire to. Otherwise, I will just mark down the date(s) you will be absent.

### MISSED LESSONS CANCELTION POLICY

Individual lessons that need to be canceled are only allowed to be rescheduled when given proper notice and are only allowed to be rescheduled within the same month. (Availability for make-ups do not roll over to the next month). Proper notice includes calling the studio at least 24 hours prior to your lesson time (508-888-4407) and leaving a message to let your instructor know you will not be attending. Lessons missed without proper notification will not be honored for make ups.

**Note: If you are too sick to make it to your lesson the day of, please give notification first thing in the morning.**

\*Make sure to add make-up lesson dates to your calendar!

Of course, if for any reason I have to cancel lessons, I will give proper notice and will make full effort to schedule make-up lessons with each student for any days missed on my behalf.

### **WE WILL BE CLOSED ON:**

Labor Day - Monday September 2nd

Halloween - Thursday October 31st

Thanksgiving break – Thursday & Friday November 28th & 29th

Christmas Vacation – Dec 24<sup>th</sup> through Dec 31st

New Year's Day – January 1<sup>st</sup>

(Additional vacation dates and info will be announced in the new year)

In the event that school is canceled due to snow/treacherous driving conditions, the studio will also close. If the roads are clear enough to drive on by the late afternoon/evening, lessons may still be offered but I will contact each student/parent to check and confirm.

### **Discontinuation**

If you are unable to continue lessons for any reason, you must let your instructor know at the beginning of the month. Your last month tuition is still required to be paid in full even if attending for a partial month.

### **\*\*\*LESSON PREPARATION\*\*\***

### **The only way to advance is to make sure you practice!**

When taking lessons, students are responsible for coming to class prepared and ready with their books, 3-ring binder or folder, and if desired, a bottle/thermos of water.

\*Bringing water is mandatory for vocal students.

We ask that you practice a minimum of 4 days a week (but more is always better!) and follow the instructions of the teacher which will be verbalized and written down each class in an assignment notebook or page of your binder.

Learning a musical instrument requires patience, discipline and the ability to focus. For beginner students, please sit down to practice for at least 20 minutes each time. For more advanced students, 30 to 45 minutes is needed to get a proper practice in.

For vocal students, do your vocal exercises at least 3 to 4 times a week and make sure you get proper vocal rest in between. Vocal exercises can be recorded on your smartphone or tablet during class so you can use them during the week. These exercises help you to develop your flexibility and accuracy of the muscle movement needed to sing. Your voice is your instrument so you must do the exercises and take care of it properly. Stay hydrated by keeping your water intake up (3 bottles a day is great!)

Tips for vocal health:

- Avoid dairy products at least 3 hours before a lesson as they are mucus producing
- Avoid caffeine at least 7 hours before your lesson as it can cause dehydration
- For the 21+ students, avoid alcohol at least 24 hours prior to your lesson as it also causes dehydration.

### **WAITING ROOM**

Please be aware that no one under the age of 12 is permitted to be in the waiting room unsupervised. A parent/guardian must be present.

Thank you for your cooperation and patronage!

Mallory Sabado  
Owner, Producer & Instructor

LESSON DEPARTMENT POLICY SIGN-OFF

(If able to, this page can be printed out and signed prior to your first lesson.  
Otherwise, copies are available at the facility)

Please sign to ensure you have read and will comply with this lesson policy,  
and return it at your next lesson.

Thank you!!

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

