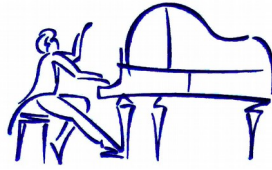


## *Sanders Piano Studio*



*Monica Sanders, MA, NCTM*  
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### **STUDIO POLICY 2017-2018**

For a detailed schedule of this year's lessons, recitals, group lessons, and OMTA syllabus, please refer to the attached calendar page. The studio is closed during Thanksgiving week, winter break and spring break and no lessons will be taught. Summer lessons will be offered on a weekly basis. **Please refer to the calendar for specific dates.**

### **Tuition and Payment**

Students are required to sign up for one full term. Payment for lessons is due at the beginning of each term. Arrangements for tuition payments to be broken into two installments may be made.

#### **Payment Schedule:**

**Fall Term: \$390 (30 minutes) / \$520 (45 minutes) / \$715 (1 hour) - 13 lessons**  
**September 11th – December 15<sup>th</sup>**

**Winter Term: \$360/\$480/\$660 - 12 lessons, January 1st - March 23rd**

**Spring Term: \$330/\$440/\$605 - 11 lessons. April 2nd - June 15<sup>th</sup>**

**Summer lessons will be scheduled on an individual basis.**

### **Attendance, Illness and Make-ups**

Because regular attendance is essential to musical growth, **a commitment to lessons for the duration of the term is expected when a student enrolls.** There can be no tuition deduction or reimbursement for missed lessons. Should a student decide mid-term to discontinue lessons – there will be no tuition reimbursement. Students should arrive no more than 5 minutes early and leave promptly at the conclusion of the lesson. I cannot be responsible for a student once the lesson is over.

\*\*\*\*\* Read carefully – this is new! \*\*\*\*\*

Make-up lessons are limited to **ONE PER TERM during the group lesson week on a Monday or Friday**, and *only for absences due to illness* and with 24 hour notice. Make-up lessons will only be given on a Monday or a Friday of group lesson week. There are **no exceptions** to this policy.

Because schedules are complicated and sports events are sometimes unpredictable, I will issue a copy of my schedule as a **swap list**. In the case of an *anticipated absence*, students may arrange to exchange lesson times with another student. Please notify me promptly if a lesson is exchanged or must be cancelled.

In the event that I must cancel a scheduled lesson, I will provide a make-up or a refund. If lessons must be cancelled due to inclement weather, arrangements will be made for make-up lessons.

### **Practice**

**Parents are responsible for making sure that students practice the material they have been assigned a minimum of 5 days a week.** Depending on the age of the student, parents will need to sit down with the student each day to ensure that students practice each assignment as laid out on the assignment sheet. This will continue for a few years for younger students. It is essential that parents understand the level of commitment they need to make to ensure each student's success. **Progress at the piano depends on daily practice, which should assume the same priority as homework.** Practice is most effective when the student is alert and undisturbed. Most students find that setting a regular practice time helps them to be consistent. Some students may choose two short practice sessions rather than one long one. The piano should be in tune and away from family distractions. *Fingernails must be short* in order to use the hands comfortably and correctly at the keyboard. **Together with their parents, students will find a regular time to practice during the day. If it seems difficult in the beginning, just wait! It gets easier! Students will begin to see the results of their steady, daily practice. Parents too will fall into a routine of helping the child complete their assignment.**

### **Purchasing books**

Any books purchased by the teacher for the student will be billed in addition to tuition.

### **Recitals and Group Lessons**

Group lessons are held twice per term. Attendance is required. During group lesson week there will be no private lessons.

Two recitals will be held this year. All students will prepare a piece to perform from memory at the recitals.

**Students should dress up for the recital. Please no old jeans or dirty sneakers. Please no face paint. Taking care in how you present yourself at the recital is part of preparing for your performance!**

### **OMTA Syllabus & OMTA Festivals**

These events are optional. Please let me know if you would like to participate.

### **Materials**

All students are required to have:

- 1.** an adequate instrument to practice on
- 2.** a metronome
- 3.** a three ring binder with at least 5 tabs for practice records and assignments.

Please be sure to bring books and binders to each lesson!

\*\*\* Please feel free to call or email me with any questions or concerns about lessons. I am looking forward to working with you all to create a rewarding musical year!