

Jenny Peña Violin Lessons

Registration Application & Studio Policy

2024 -2025

Welcome to another wonderful year ahead of online private lessons! Please read all of the information carefully and sign the appropriate sections below before your first lesson to lock in your lesson time!

Contact Information

***All lessons will be conducted via Zoom and the link will be provided via email.

Teacher Email:

Teacher Phone:

**Please add me to your contacts!*

Student Information

Student Name: _____ Age: _____

Phone Number: _____

Email: _____

Parent/Guardian Name (if student is under 18): _____

Parent/ Guardian Phone Number (if student is under 18): _____

Parent/ Guardian Email: _____

Lesson Attendance

- Like any lesson/appointment, students must be ready for their teacher to begin the lesson at their designated time. The teacher will contact you regarding any delays.
- If the student is not online within 10 minutes of the start time, the lesson is considered to be missed by the student. Payment does NOT carry over.

Lesson Attendance (continued)

- If the TEACHER misses or cancels a lesson, it WILL be made up or credited to the following month's payment.
- If the student needs to reschedule the lesson, please allow 24 hours notification. You have up to 90 days from the date of cancelation to reschedule this lesson. Jenny Peña will work with you to find a suitable make-up time; however, if the lesson is not rescheduled within 90 days, it will be forfeited.
- A message letting me know that you manually canceled the lesson is appreciated that way I know it's not a system error.
- If the student misses or cancels a lesson less than 24 hours in advance, the lesson will NOT be made up. Payment does not carry over.
- Please make your best effort to be respectful of the lesson slot reserved for you.
- Make-ups in general are not to be taken advantage of, as they are not guaranteed
- Weather: online lessons carry on rain or shine! In the event of severe weather conditions that interfere with the internet connection, please contact me as soon as possible to make arrangements to reschedule the lesson.

Scheduling during the Holiday Season

- For months that contain a holiday, EX: January 1st: New Years, July 4th: Independence Day, November 28th: Thanksgiving, and December 25th: Christmas. We will plan to meet for the month but if your lesson lands on that day, we will arrange to meet on a different day so that you don't miss out on your violin progress.
- If there is a holiday that you celebrate that I didn't list and anticipate that you won't be available, please let me know in advance and we can schedule your lesson on a different day.

Monthly Progress Videos

- I encourage students to record themselves performing a full piece or an excerpt of what we have been working on during the month.
- The goal is to have a performance video of yourself every month you are taking lessons and have access to these videos to track your own progress from month to month.

Student Expectations

- Practice Commitment: If the student's schedule allows, I recommend that students practice in between scheduled lessons for at least 2-3 days for 15-minute sessions. Repetition is key!
- Materials: On your first lesson, please bring your violin and violin accessories that you may own so that I may take a look at them and assess if they are appropriate for use.
 - EX: violin, bow, case, rosin, tuner/ metronome, music stand, cleaning cloth, violin polish, practice mute, shoulder rest, bow pinky support, pencil, etc.
 - If you do not own a violin or any accessories, we will address the materials that are needed.
- Teacher/Student Dynamic: Jenny Peña will maintain a professional, respectful, and supportive demeanor during all lessons. Students are expected to contribute to the positive learning environment by treating their teacher respectfully.
- Lesson Preparation: Before logging into your lesson, make sure that you have all of your materials set up and ready to be used.
 - EX: Your violin is out of the case with the shoulder rest on, music book or sheet music is accessible, pencil is ready, etc.

Payment

- Payment can be submitted via credit or debit card through “Acuity”.
- Payment is due on the 1st of each month (see invoice sent at the end of each month in the event this changes).
- Please pay in full to reserve your lesson time and date for the full month.

Please select your desired lesson package

____ Weekly 1-hour lessons, billed monthly: \$279.99

____ Weekly 30-minute lessons, billed monthly: \$159.99

____ Bi-weekly 1-hour lessons, billed monthly: \$139.99

____ Bi-weekly 30-minute lessons, billed monthly: \$79.99

Agreed Lesson Time and Date: _____

Termination and Refunds

These lessons are pre-paid, credits or refunds are not given for missed lessons without a 24-hour notification. If the student decides to discontinue lessons prior to the completion of the month, no refunds will be given for lessons not taken.

I have read the above policies and agree to abide by them.

Student Name: _____

Student Signature: _____

Parent Name (If student is under 18 years old.): _____

Parent Signature (If student is under 18 years old.): _____

Date: _____

Teacher Name: _____

Teacher Signature: _____

Date: _____

Preview