

# **Guo Hua Xia Violin Studio Lesson Policy**

Effective September 2012

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## **Lessons**

The lesson year is divided into two sessions:

- School session: September through May
- Summer Session: June through August

Lessons are weekly. The duration of a student's weekly lesson depending on his or her level:

- Students on Suzuki book 1-3 have 30 minute lessons
- Students on Suzuki book 4 and above have 45 or 60 minute lessons if the lesson time available

## **Tuition**

Tuition payments are due monthly, on the first lesson of the month

- There is a \$10 penalty for payments that are 15 or more days late
- Make your payment at the studio or by mail (the studio address is above)
- Tuition is based on a rate of \$30 per 30 minute lesson, \$40 per 45 minute lesson and \$50 per 60 minute lesson with 4 or 5 lessons in a month over the full season. If a student's lesson takes place at Northern Light Church, additional fee \$5 per month for rent the room.

## **Tuition Monthly Payment Rates are:**

- |              |                       |                   |
|--------------|-----------------------|-------------------|
| • 30 minutes | \$115 (at Xia Studio) | \$120 (at Church) |
| • 45 minutes | \$155 (at Xia Studio) | \$160 (at Church) |
| • 60 minutes | \$195 (at Xia Studio) | \$200 (at Church) |

## **Holidays**

We observe these holidays at the studio: July 4<sup>th</sup>, Thanksgiving Day, Christmas Eve through New Year Day.

## **Recitals and Performances**

Generally we have at least two recital opportunities for students, and occasionally other performance opportunities. All the students are encouraged to join these events to have experience on stage and joy of playing music together. When a program is approaching, there will be a sign-up sheet at the studio, I will begin to work with you to polish your piece for performance.

## **Recital fee**

The recital fee \$10 per student per semester to share the cost of the accompanist and the rental of performance space. The fee should be paid in one month ahead of the recital date.

## **Recital Rehearsal fee**

Students will rehearse with the pianist accompanist before each recital. The cost to rehearse with the accompanist is not included in the recital fee, and students pay the accompanist at the time of rehearsal, the rate is \$10 per 15 minutes.

## **Missed Lessons**

Missed lessons are your responsibility: I will work hard with you to help you trade your time with another student (see below). My schedule is very full, and I may be unable to reschedule your lesson otherwise

**No credit is offered for the first two lessons missed in a month for any reason.**

- If a student misses more than two lessons due to serious illness, I will work with the family to offer credit for the third and any additional lessons.
- If the student misses lessons due to planned family vacation or school travel, it is up to the student to arrange trades with other students for the lessons. Students who are preparing for auditions or competitions may be willing to buy your extra lesson time, for example.

### **Summer Session**

- I will ask students to enroll for the summer session in May.
- At this time, you can tell me when you anticipate being away and we will set up the summer lesson/tuition to fit your schedule.
- I offer credit for lessons missed during this session, provided you give me two week's notice.

If you take a vacation of longer than one month in either session, your lesson slot is not guaranteed, unless you pay tuition that month. In the summer, we can arrange this more flexibly if we know in advance and can plan.

### **Rescheduling Lessons**

- Rescheduling a lesson time is the student's (and parent's) responsibility. You may exchange your time slot with another student if it is mutually agreeable. Some students may be interested in purchasing additional lesson time for many reasons. Let me know when you need to reschedule, I will suggest the students to call, so you can make arrangements.
- Notify me at least 24 hours in advance if you reschedule. Leave a message on my answering machine about any changes in schedule or absence.

### **Canceling Lessons**

If I cancel your lesson, you will receive \$30 credit on the following month's tuition, during any session.

### **Preparation Requirements**

- Bring your music to the lesson. It is important to have the teacher write notes and mark your music.
- Trim your nails often. Long nails are very bad for posture.
- Rosin your bow constantly. It helps make good tone and protects the bow.
- Be on time. Notify me of any changes as soon as possible.

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### **Agreement to Studio Lesson Policy**

We have read and understand the Studio Lesson Policy and we will comply with the terms.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent or Tuition Payer \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

Telephone \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_