

THE MUSICIAN'S DEN

STUDIO POLICIES AND PROCEDURES

SEMESTER TUITION FOR PRIVATE LESSONS

- Semester tuition fee includes 16 private weekly 30 or 60-minute lessons
- Tuition can be paid up front or divided evenly between five months
- **Monthly tuition is due at the beginning of the month and before student's first lesson of that month**
- There will be a \$25 late fee for payment not received after the 10th of the month
- There is ONE flex lesson built into the semester calendar to allow for student to miss a lesson that will not subtract from student's 16 lessons

SEMESTER EVENTS

- Music Workshop
- PJ Karaoke Night (singers) and Guitar Jam (instruments)
- End of semester performance

GROUP CLASSES

- Group classes are 15 weeks
- Tuition can be paid in full or split into two payments
- Group class students may participate in all studio events
- Group classes that are missed by the student will not be made up
- A substitute instructor may be provided without notice in the event the assigned instructor is unavailable

LESSON PACKS

- Lesson packs must be used within current semester purchased
- There are no refunds or credits for packages or lessons not used
- Lessons can be rescheduled with 24 hour notice
- Semester benefits, events and discounts do not apply to lesson packs

HOLIDAYS

The studio will be closed during the following conventional school calendar breaks:

- Fall Break- one week
- Thanksgiving week - one week
- Winter Break
- Spring Break - one week
- Some months will have four or five lessons and some months will have less. They add up to 16 lessons for the semester

CANCELED AND MISSED LESSONS

MISSED LESSONS: We are flexible compared to many studios, but studio time is valuable and limited, so please give as much notice as possible if you need to cancel a lesson. Throughout the semester there are lesson make-up times and open studio days that can be used for missed lessons. It is the student's responsibility to schedule a makeup time.

THERE ARE NO REFUNDS FOR CANCELED OR MISSED LESSONS: We will work with you to reschedule a lesson, but no payment refunds will be given. This includes cancellations for illness,

extended family vacations as well as school related absences and will be strictly adhered to. This policy is consistent with those of sports teams, schools, camps, and martial arts studios that place a high priority on regular attendance and diligent commitment. Please choose a time that works with your other extracurricular activities.

DISCONTINUING LESSONS: Your lesson time is reserved for you for an entire semester. If you decide that you are unable to continue lessons, we require at least 30-day notice.

SUBSTITUTE INSTRUCTOR: A substitute instructor may be provided without notice in the event the assigned instructor is unavailable and rescheduling the lesson is not possible or preferred.

EXTREME WEATHER OR UNEXPECTED INTERRUPTION OF CLASSES: If lessons/classes are canceled due to extreme weather or events beyond our control, missed lessons will be rescheduled at the earliest convenient opportunity for the student and the studio. No refunds for lessons/classes missed due to these reasons will be given.

POLICY CHANGES: Policies and procedures are subject to change without advance notice. Please check our website for the most updated version of our policies and procedures.

PHOTO AND VIDEO RELEASE: From time to time we may want to use photos and short videos of our students on social media for promotion and bragging rights. The students are identified only by first name. If you do not want your or your child's image/s to be used, please let us know.

COVID-19 HEALTH & SAFETY

****we reserve the right to change this policy dependent upon COVID cases in our county and adhere to current CDC recommendations****

- Masks are optional
- Coaches are vaccinated and regularly tested
- If a student has tested positive or has been exposed to COVID-19, they should quarantine for five days after exposure and wear a mask for five days following no symptoms.
- Students should not come to the studio if they have a cough, fever within 24 hours, shortness of breath, difficulties breathing, flu-like symptoms, gastrointestinal upset, or experienced a loss of taste or smell.
- Makeup Lessons for illness can be re-scheduled or moved online.

Our goal is to be able to continue doing what we all love most.. making music together! Your assistance in following these health protocols will help our TMD music community to continue doing that. Please contact us with any questions or concerns.

By paying tuition for music lessons at The Musician's Den, I certify that I understand and agree to the studio policies.

Charlene Johnson
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303-550-0520 call or text