

Kasia Haroldsen

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STUDIO POLICIES 2023-24

General Information

1. LESSON PLATFORM

*Lessons are offered in person or online via ZOOM.US or possibly www.forte.com.

I will provide instructions on how to set the devices. If there are symptoms of any illness, I expect to be notified, and the lesson can be offered online or recorded.

*Private and Shared Lessons are available Monday-Thursday.

Private Lessons are 30, 45, or 60 minutes long.

Shared Lessons are 45 minutes in length for 2-4 students.

2. LESSON OPTIONS

String Instruments (violin, viola, guitar)

Voice

Piano - Simply Music Method www.simplymusic.com

3. LESSON ATTENDANCE/REQUIREMENTS

*Students are expected to attend all scheduled lessons each Fall and Spring Semester. Lessons are given weekly during the assigned schedule.

*Students are required to be on time and prepared for their lesson.

Attendance and participation of a parent/life coach is required during each lesson.

*Cell phones should be silenced and put away during the instructions.

*Please make arrangements for other children during the lesson so the students and the parent/coach can be present without interruption.

*Students are expected to practice consistently 20-30 min/day, best if supported by parent/coach.

*Each student must set up an account on a practice webpage, www.betterpracticeapp.com, to manage their playlist, communicate with the teacher, and see their progress.

4. MISSED LESSONS/CANCELLATION

*All students who miss a lesson in case of an emergency are expected to inform the teacher.

*The students will be asked to send a video of their assignments, and the teacher will send feedback before the end of the week.

*There will be NO MAKEUP lessons. No refunds or discounts are given to students who miss a lesson.

*In case of an emergency on the teacher's part, the student will be informed, and other arrangements will be made.

**If possible, the lesson will be provided online and rescheduled, or the lesson amount will be deducted from the following month's invoice.*

5. BOOKS, INSTRUMENTS, AND TOOLS

*Students are expected to own/rent their instruments (string and keyboard). All instruments are required to be in tune! Especially during online classes.

*For piano students: the Student Home Materials must be purchased on students.simplymusic.com. To purchase the material, the student must be registered on the site. Let me know if you need assistance.

*For violin and viola students: The ABC series by Janice Tucker Rhoda can be purchased on Amazon.com

. *For guitar students: Hal Leonard Guitar Method Complete can also be purchased on Amazon.com

. Other tools: -

Metronome

Pencil

Tuner

Tablet or Computer to set up for online classes.

6. STUDIO SCHEDULE

Lessons will occur every week from September 5, 2023, to June 27, 2024.

Below are dates for NO LESSONS as well as tentative recital dates.

September 4th	Labor Day
November 23-24	Thanksgiving Break
December 2nd	CHRISTMAS RECITAL at 12:00 pm
December 25, 2023 - January 1, 2024	Christmas Break
January 1, 2024	New Year
April 1-5, 2024	Spring Break
June 1st, 2024	SPRING RECITAL at 12:00 pm
JULY-AUGUST**	SUMMER

**Summer Lessons are scheduled individually.

There will be NO LESSONS for two weeks in Summer, one week in July, and one week in August.

FINANCIAL CONTRACT AND ATTENDANCE AGREEMENT

By signing this agreement, you acknowledge financial responsibilities to Kasia Haroldsen. You acknowledge reading, understanding, and agreeing to my studio policies. Commitment is for an entire school year or from when the student is enrolled to the end of June. All monthly tuition is due on the 1st of each month and will incur a late fee of \$20 if received after the 5th of the month. Should something arise where you cannot financially fulfill your commitment to music lessons, I encourage and appreciate open communication and advance notice.

TUITION AND PAYMENTS

- Tuition and enrollment fees are non-refundable, and makeup lessons are not scheduled.
- Tuition is set as a flat fee per month and paid by personal check and possibly through VENMO.COM (it is a digital wallet).
- Lessons during Summer are paid for an individual lesson.

Enrollment fee	\$40
30 minute Individual Lesson/month	\$140
45 minute Individual Lesson/month	\$200
60 minute Individual Lesson/month	\$260
45 minute Group Lessons/student/ month	\$160
discount for a family member	(\$145)

COMMITMENT/DISCONTINUING LESSONS

As a teacher, I'm committed to doing my best to provide my knowledge and experience to the students. From my experience, I have observed excellent results when the students and parents/coach are committed to their lessons. I hope that there will be mutual respect and commitment. The student must provide at least one month's advance written notice to discontinue studies. If the student does not give one month's advance written statement, the student shall be liable for one month's tuition in full, even if no lessons are provided during that month.

I reserve the right to discontinue lessons for any reason. If I decide to terminate lessons, tuition will be pro-rated up to the last class taken, and a refund will be provided, if applicable. The reasons for discontinuation may be:

- Persistent absences/tardiness
- Excessive requests for scheduling changes
- Lack of progress due to insufficient practice
- Uncooperative attitude, or general dislike of lessons

If the student decides to discontinue lessons during a school year, it is required to provide a written 30-day notification with a payment of one month's tuition.

STUDENT NAME _____ DATE _____

PARENT PRINT NAME _____

E-MAIL ADDRESS _____

MOBILE PHONE _____

BIRTHDAY (optional) _____

PARENT (ADULT STUDENT)
SIGNATURE _____

Practice Log

Name: _____ Month _____

DATE	TIME start	TIME end	PRACTICE LIST, CONCERNS	Parents check
_____	_____	_____	_____ _____ _____ _____ _____	_____
_____	_____	_____	_____ _____ _____ _____ _____	_____
_____	_____	_____	_____ _____ _____ _____ _____	_____
_____	_____	_____	_____ _____ _____ _____ _____	_____
_____	_____	_____	_____ _____ _____ _____ _____	_____

