

Dan Starr Studio Policies

Lesson Schedule

You will have one half-hour lesson per week on the same day and at the same time. Please make sure that this lesson is on a day and time you can keep almost every week.

Missed Lessons and Makeup Lessons

Everyone sometimes misses a lesson. When you do, you have a choice to make. You can choose to either forfeit the missed lesson or take a "makeup lesson."

To qualify for a makeup lesson, simply inform me you want one at any time before the date and time of the lesson you miss. You do NOT have to provide 24 hour notice nor do you need "a good excuse." You have a full month to take your make-up lesson and I will help you to find a good time. I encourage all students to choose to take a makeup rather than forfeit their missed lesson. However, if you do NOT inform me of your desire for a makeup, I will assume your choice is to forfeit.

You will DEFINITELY forfeit your lesson if:

- You fail to show up at your regular lesson at all with no notice whatsoever,
- You miss your make-up once it is scheduled, or
- You do not schedule and take the make-up lesson within one month.

Sickness

Don't come to your lesson sick. Instead, contact me for a make-up lesson. I refuse to teach any student I believe to be ill and possibly contagious. I have no "paid sick leave" and each day missed means significant lost income. Also, lessons missed due to MY illness are not charged to you nor require you to do a makeup.

Vacations

Two or three weeks of missed lessons is called "a vacation" and no makeup lessons are needed. Additionally, you are not charged for these missed lessons and I will hold your appointment time until you return. My vacations work the same way.

Longer Absences

One to three months of missed lessons is considered a Leave of Absence. Any credit unused will be held although you will need a new appointment time when you return. A student gone for more than 3 months is considered to have quit lessons permanently and any remaining credit is forfeited. Those "gone for the summer" will need special arrangements regarding scheduling and payment.

Rate

My rate for lessons is \$100 for 4 half hour lessons.

Ceasing Lessons

There will come a time when you no longer need and/or want further lessons. All I ask at this point is 4 weeks notice, the length of a payment. Should you not provide me with this 4 weeks, I will send you an invoice via email for another month of lessons = \$100. This is only fair, as I will need that time to find a replacement for you. Otherwise, I cannot stay in the business of teaching. Should you simply fail to provide me notice and also fail to pay the invoice, I will send the bill to a collection agency. Again, I do NOT ask for a semester, 6 months, or any such long term commitment. It's all month-to-month. Still, I do need to live.

Payments

My fee is payable in cash or check to "Dan Starr," either at your free interview or at your first lesson. After that first payment, a new payment is due in advance for the NEXT four lessons at the last lesson of the CURRENT four. I will help you keep track of when payments are due.

There is NO refund of fees for ANY reason.

It is your responsibility to ensure that the payment arrives on the date it is due. "I'll bring it in next week," is not acceptable. Just as I show up at the agreed day and time to deliver the lesson, you agree to pay me on the agreed day. If you miss that lesson for any reason you still must get the payment to me during the week that payment is due. It can be mailed or dropped off at my studio.

Liability

You agree to hold me NOT liable for anything that may occur here at my home/studio.

Free Materials

A notebook for your weekly assignments, relevant handouts, and your music books are provided FREE of charge.

Signature "I have read, understood, and agree to the above policies."

Name _____

Date _____

Email _____

Phone _____