

Foundation Music School 2011/2012 Lesson Policies

Adaptive, Private & Group instrument lessons are offered on a semester basis:

- Fall Semester (16 lessons): Monday, August 22 – Friday, December 17, 2011
- Spring Semester (16 lessons): Tuesday, January 17 – Monday, May 14, 2012
- Summer Semester (6 or 8 lessons): Tuesday, May 29 – Friday, August 10, 2012

Holidays:

- Thanksgiving Break: November 22-25, 2011
- Winter Break: December 19 - January 16, 2012
- Spring Break: March 12-16, 2012

Payment Options:

1. Pay on a semester basis: *(Please see attached fee schedule)*
2. Monthly Payment Schedule: *(Please see attached fee schedule)*
3. Scholarships: *(Qualification based on financial need and availability of funds.)*

Missed/ Make-up lessons:

Regular attendance is expected. **Refunds are not available for individual missed lessons.** Lessons must be cancelled by noon on the day of a scheduled lesson in order for rescheduling. If a lesson is not cancelled by noon and the lesson is missed or if the student is more than 10 minutes late, the lesson is forfeited. **Only 2 make-up lessons will be allowed per semester.** Lessons cancelled by the instructor or that fall on a holiday will be rescheduled.

Special note for families participating in lessons on a scholarship basis: If you miss a scheduled lesson time and fail to notify your instructor by noon on the day of your lesson, **you are individually responsible for paying for that lesson in full.** Regular attendance is required and missed lessons **must** be made up. *(Please see missed/make-up lesson policy above.)* Attendance problems may result in your scholarship being revoked and/ or termination of lessons.

Adaptive, Private & Group instrument lessons require a semester commitment. Drop outs are strongly discouraged mid-semester. This policy will be reviewed on a semester basis.

Your signature acknowledges that you have read and agree to the above policies.

Signature: _____ Date: _____

Print Name: _____