

Julie's Piano Workshop Policies

Welcome to **Julie's Piano Workshop's 2019-2020 school year**. Please read this policy sheet, sign and date it and leave a copy at the studio. Thank you! - Julie Cook

- **Attendance and make ups:** We are reserving a block of time for you during the 39 lessons school year. Regular attendance is encouraged for the best progress. Please be aware **there is limited make up availability**.
- **One make up lesson per semester is allowed with 24 hour notice to the teacher.** If the scheduled lesson is missed, it will be forfeited. Teachers may offer extra time toward make ups as their schedule allows at their discretion, but they are under no obligation to do so. No credit is given for missed lessons.
- **When school is canceled due to inclement weather in Newtown or Woodbury, lessons are also canceled.** However, if the weather clears, your teacher will call to arrange lessons if you are able to come.
- Any lessons missed due to teacher cancellation are guaranteed to be made up.
- **Starting and stopping lessons**
 - Students may start lessons anytime of the year; the first month will be pro-rated.
 - **Stopping lessons:** If a student decides to stop taking lessons, we ask that he or she finish out the current semester (end of February and end of June). **We require at least 30 days notice by telephone or email to the director of intent to stop lessons. If less than 30 days' notice has been received, you will be billed for any scheduled lessons within that time period.**
- **Tuition: We divide the year's tuition into equal monthly payments.** The monthly payment for 30 minute lessons is \$129.00; for 45 minute lessons the monthly payment is \$193.00. An annual registration fee of \$25 for new students and \$15 for returning students is due by August 30. **Payments are due by the first day of each month, from September through June and may be made using check or cash. Payments may be brought to the studio or mailed to: 50 Lake Rd., Woodbury, CT 06798. If a student's account falls one month past due, lessons will be suspended until payments are up to date.**
- **Photo Release** – I agree to allow photos taken of me or my child to be used in promotional materials for Julie's Piano Workshop. Please check the forms of promotional materials in which you would like to be included.
 - Local newspaper group photo with name caption
 - Brochure, flyer, facebook or website photo without name caption

I have read, understood, and agree with the policies as stated above:

Parent or adult student signature / Date