

Joseph Murrow Piano Lesson Policy

Thank you for your interest in piano lessons! Music adds value to one's life, and piano lessons help build focus, concentration, discipline, patience, and creativity, among other facets. I meet students at their current levels and teach towards their learning styles—no two students learn the same! Playing the piano is FUN, and HARD WORK PAYS OFF!!!

Lesson Etiquette

Please be ready with your assigned lesson materials at your scheduled lesson time. Water is the only food or beverage allowed during your lesson. If you run late to a lesson, please attend the remaining lesson time. If you have any questions, please ask them at the beginning of the lesson or email me—this will optimize your lesson time.

Tuition and Fees

When beginning lessons, all students pay a one-time \$25 registration fee. Tuition is due monthly, by the 26th for the following month. Tuition is calculated by how many lesson days occur in the month. Tuition amounts will vary per month; some months may have three (3) lessons, some months may have five (5). Your tuition payment secures the time slot in my schedule.

Invoices are sent via email on the 15th of the month. If any questions or confusions arise regarding your invoice, please contact me before submitting your payment. Only cash and check are accepted. Please write checks out to Joseph Murrow.

Tuition paid after the first lesson of the month will add a \$20 late fee to your next invoice. Late tuition three times may result in dismissal from lessons. Checks returned as non-sufficient funds (NSF) will add a \$25 NSF check fee to the balance due. This does not include any fees your bank may charge. **Once paid, tuition is non-refundable.**

Materials

Students are responsible for purchasing their lesson materials. I will assign materials such as method, repertoire, and theory books, iOS or Android apps, flash cards, etc. Students will need a composition notebook (where you cannot tear out pages) for me to write down assignments.

Practice (yes, you MUST practice!)

Improving at the piano requires consistent, daily practice during the week, with access to a piano or keyboard with weighted keys (keys that feel like an acoustic piano). Optimal daily practice durations are 15-30 minutes for beginner students, 30-60 minutes for intermediate students, and 1-2 hours for advanced students. Younger students may need parental supervision and help while practicing. Less practice time will yield slower progress. Students will not advance in their assignments until they have met my expectations of learning outcomes. I will tell students and/or parents when more practice time is needed.

Studio Calendar

Piano lessons occur continuously throughout the year, including summer months. Students who wish to keep their assigned lesson time in the fall must continue lessons during the summer.

The following holidays (and respective weekends) are observed:

New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, and Christmas.

Studio Breaks: • Spring break, based on school calendar • Winter break, based on school calendar

Make-up/Rescheduled Lessons

If you need to reschedule a lesson, please contact me as soon as possible. *****Make-up lessons are NOT guaranteed but I will do my best to accommodate based on my schedule availability. Missing, forgetting, or canceling your lesson within 24 hours will not be made up.***** I will use the time for further planning the student’s education plan. Exceptions are made for extreme circumstances. If I cancel your lesson, it will be rescheduled at a mutually agreed time.

Planned Absences

If you plan to miss piano lessons, such as a school field trip or vacation, please email me with your dates as soon as possible. If your planned absence lasts longer than two (2) weeks, this is considered an “extended absence.”

**Please note: this notification does not guarantee a make-up lesson.*

Extended Absences

This policy defines an extended absence as a three-week or longer continuous planned break from piano lessons. Extended absences will forfeit your scheduled lesson time, becoming available to other students. When you return from an extended absence, I will place you in a mutually agreed new lesson time, or on my waitlist until preferred times become available. If you wish to keep your scheduled lesson time, a \$125 non-refundable deposit will secure your lesson time during your extended absence. Extended absences longer than six-weeks will forfeit your lesson time, regardless of deposit.

Illness

If your student is too sick to go to school, they are too sick to attend piano lessons! I will make up your lessons when mutually convenient. Missed lessons due to illness will not be credited toward future invoices.

Quitting Lessons

I ask for a two-week notice before quitting lessons. Unused lessons are NOT refunded if a student quits lessons before the end of the month. Quitting lessons forfeits your lesson time slot. If you wish to return to lessons, it will depend on available time slots or you may be asked to go on my waitlist.

Waitlist

If you are a prospective student and my lesson schedule is full, I can place you on a waitlist and contact you when time slots become available. Students will be contacted based on waitlist seniority.

Recitals

Part of the joy of music is sharing it with others! Recitals are FUN! Performing in recitals is **encouraged, but never required.** Recitals provide opportunities to show off progress and hard work. They also help students learn how to **handle pressure** in a safe environment and build **self-confidence.** Multiple recital opportunities are offered throughout the year.

By signing this lesson policy, you understand and agree to the policies stated above.

Name - Printed

Instructor Signature

Name - Signature

Date

2019-2020 Recital Dates and OMTA Events

Studio Recitals--held at Lacey Presbyterian Church

*Dates tentative, subject to change based on church calendar

Saturday, August 24th

Saturday, December 21st

Saturday, March 14th

Saturday, June 13th

Olympia Music Teacher Association (OMTA) Events

Master Lessons, October 25th-27th

Autumn Recitals, Saturday November 2nd

Concerto Competition, Saturday, November 16th

Master Lessons, January 31st – Feb 2nd

Sonatina Recitals, Saturday February 29th

WSMTA Competition, Sunday, March 8th

Music Artistry Program (MAP), March 9th – 13th

MAP Honors Recital Sunday, March 15th

Music Literacy Program (MLP), Saturday, May 2nd ?

Pop/Jazz/Ensemble recital Saturday, May 2nd ?