

PRIVATE VOICE/PIANO STUDENTS AND PARENTS

The following is information about the policies of Sloan Studios and private instruction for which you have enrolled. Please read its contents in entirety and return it signed by both yourself and your parents/guardian. This is considered the contract between the parent of the student and the studio/instructor. If you have any questions concerning this information, please call the studio at (402) 363 – 1339. Listed below is some of the information that is critical about piano/voice instruction. Again, if you have any questions, please call.

**TUITION**

	Half-hour lessons	
Entire Session	250	Payment in Full on Aug 4.
Monthly Payment Plan <sup>a</sup>	60	Due the first of each month.

If tuition is not received on the indicated date, a \$10 late fee will be added to your student account and a second statement will be mailed to the address listed on your student account. For every 10 additional days tuition is delinquent, \$10 will be added to your student account unless other arrangements have been made. Account statements will be mailed out and are processed through:

**Student Accounts, Sloan Studios, 1702 York Avenue, York, NE 68467.**

**MATERIALS/BOOKS**

All books/learning materials to be owned or taken home by the student must be purchased by the student. (All piano students purchase their own books. The charges for these books will be added to your student account and are due upon receipt of your statement. Also, please bring an assignment book to every lesson.) All other “supplementary” materials/music will be purchased and provided by the studio.

**PERFORMANCES**

There will be a recital at the closing of the Spring Session, with rehearsals held in advance. An accompanist will be available for all voice students. To offset the cost, there will be a \$15 fee added to each **vocal** student account due March 1, 2004. The accompanist will be contracted in rehearsal/performance fashion. All rehearsals pertaining to the performance and the performance itself will be included in this fee...no extras.

There will be additional fees for each time a student utilizes the services of an outside accompanist. These fees are determined by the quantity of work/time given by the accompanist. Accompanists contract for an average of \$30/hour. The charges for accompanist work will be added to your student account and are due upon receipt of your statement. All students should also be taking advantage of performing in workshops, recitals, festivals, and competitions for which the teacher, student and parents feel he or she is prepared. More information will follow as it becomes available about opportunities in the area.

**MASTER CLASSES:** Master Classes may be scheduled throughout the session and participation is recommended **but not required**. There are fees associated with these classes to offset the costs of hosting them. The fees are:

Piano students: 15 dollars  
 Voice students: 60 dollars\*

\*this fee includes the clinician, rehearsals and accompanist...no extras.

These fees will be applied to your student account upon receipt of your registration information and are due upon receipt of your account statement.

**SCHEDULE**

The fall session begins August 4 and ends December 19, 2003 and includes 20 lessons. Lessons are scheduled once weekly and begin on the hour and half-hour with times available Monday through Wednesday 3:30-6:00 pm. If your lesson schedule does not average four lessons per month please call to schedule a make-up lesson.

**STUDENT ABSENCES AND MAKEUP LESSONS**

Student absences are the responsibility of the student and make-ups cannot be guaranteed. Make-up lessons will be scheduled only if 24 hour notice is given. Make-ups will be at the discretion of Ms. Wilcox and are only considered if notified of a lesson to be missed. Written notes are not considered legitimate notification. Instructor absences will be allotted for as tuition credit or made up at a prearranged time; however student absences without a 24 hour notice are considered “lessons given.” Arrangements for make-ups are the responsibility of the student.

In the event that your lesson falls on a legal holiday on which public school is dismissed please call to schedule a replacement lessons for legal holidays; if you have or will miss a lesson (due to a legal holiday or for any other reason), please call to schedule a time prior to the date. Thanks for your flexibility.

**OTHER INFORMATION**

Tuition is non-refundable and you will be billed for the balance of your student account if you violate the contract. The student is responsible for making changes to his/her student profile by notifying the studio. If at anytime your tuition and/or fees are more than 30 days over due, services will be terminated, and you will be billed for the balance of your contract. Please make a copy of this agreement and keep it for your records.

Parent Signature \_\_\_\_\_ Student Signature \_\_\_\_\_  
 Method of Payment:  Full  Monthly.