STUDIO INFORMATION & POLICIES

COST OF LESSONS:

Private Lessons:

30 min.	$25/lesson when prepaid for in a block of 3 or more lessons $30/ lesson when paid per lesson
45 min.	$35/lesson when prepaid for in a block of 3 or more lessons $40/lesson when paid per lesson
60 min.	$45/lesson when prepaid for in a block of 3 or more lessons $50/lesson when paid per lesson

CANCELLATION POLICY -- These guidelines are a courtesy to ensure your cancelled time slot is made available for other students who are on "standby" for a lesson time or make-up lesson. The guidelines also help show respect for one another's time.

If a lesson must be cancelled for an unavoidable conflict, please notify me ASAP. At least 12 hours notice is expected; 24 hrs. is appreciated. Cancellations should be made via text message 609 575-7728 or email: plweitz@optonline.net.

If a lesson is cancelled at the last minute, or there is a "no show", the lesson must be paid for. No make-up lesson will be offered*.

When a Make-up Lesson is needed, it should be scheduled within the month the lesson was missed. No credit is given for make-up lessons not taken within this time period.

If a student needs to take an extended leave of absence or is terminating their lessons at the studio, 2 weeks' notice is expected and final payment is due. If 2 weeks' notice is not given, the student is responsible to pay for the 2 lessons regardless.

* Of course, emergencies and sudden illness will receive special consideration; but these don't happen often.

PAYMENTS

1) Payment is accepted via cash or checks made payable to Patricia Weitz
2) Payments not made on time** accrue an addition $5 late fee/week they are late
3) Checks returned unpaid from the bank incur a $35 fee

**prepayment for discounted block of lessons; at beginning of the lesson for pay per lesson.

STANDBY LESSONS – Students who don't have a regular recurring scheduled lesson time/day are notified of openings as they become available for the week. Also, there are students who may be waiting for a make-up lesson time.

EXPECTATIONS

Students should strive to arrive on time. If there is a reason you are going to be late, please send a text to advise the expected arrival time. Please understand additional time added to the lesson timeslot is not available due to scheduling considerations.

Students are expected to practice between lessons and arrive prepared having practiced and completed any homework given at the previous lesson(s). Students need to bring their music books and/or binder with them to each lesson.

Voice students should bring a device to record their lessons. Then practice 3 – 5 times during the week with their lesson recording.

Piano students must provide a notebook for assignments to be written in at each lesson. Practice needs to be consistent; a practice log should be kept.

Finally, I look forward to working with you! Feel free to email me if there is anything you would like to discuss. Please sign below in the space provided for student (and parent if school-age student) and return to me. I will keep a copy and make you a copy.

READ AND ACKNOWLEDGED BY: (student and parent – if applicable)

_____ _____

Return registration form and a minimum of 50% of tuition to:

Patricia Weitz 4091 South Broad St. Yardville, NJ 08620

Please make checks payable to Patricia Weitz

Balance of tuition must be paid at the first class

Contact the instructor for any needed clarifications:

Text: 609 575-7728 E-mail: plweitz@optonline.net