



Dodge Music Studios

dodgemusicstudios.com

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Lesson Policies

Lesson Details and Pricing

Music lessons are typically one half-hour per week, always on the same day and time. Each full lesson--assuming it starts on-time and is uninterrupted--is 25-30 minutes long, depending on the needs of the student. See "Late, Cancelled and Missed Lessons" for exceptions. Lessons are \$26 per half-hour regardless of type (piano, voice, drama).

Monthly Billing

Lessons are billed in advance of the subject month for the entire month. Once lessons have begun you will receive an invoice at the last lesson of each month, payable at the next lesson by check or cash. In the event that we do not have a lesson for that following week, or you are paying for a student's lesson *in absentia*, checks may be mailed to the address at the top of this page and are due no later than the 15th of the invoiced month.

Because I charge based on an average month, your bill will reflect your weekly rate multiplied by 52 (weeks) and divided by 12 (months); it comes out to (Weekly Rate) x (4.33). For this reason your monthly rate will always be the same, regardless of whether the month encompasses 4 or 5 lessons.

Scheduling

You will be (or have been) assigned a specific day and time for your lesson. As I usually have a very busy schedule on my teaching days, it is sometimes difficult to schedule make-up lessons; however, I will do my best to find a make-up time for you if you cannot make your scheduled lesson. If there will be an ongoing conflict I will do my best to help you find a lesson time that will work for you; call me if you have issues with your day/time.

Holidays

The only holidays on which lessons will not take place are Christmas Day and Thanksgiving. If your lesson falls on either day you will be credited for the lesson. Otherwise it is assumed that lessons will continue regardless of the holiday. See "Late, Cancelled and Missed Lessons" for details on cancelling lessons due to holiday restrictions.

Late, Cancelled and Missed Lessons

If a lesson begins late due to the student arriving late, the lesson may be shorter than usual due to time constraints. Though I would like to make exceptions, the schedule is too tight to do so; please be on-time and prepared for the lesson.

If a lesson begins late due to my late arrival, I will extend the ending time of the lesson in order to make up the missed time from the beginning. However, if I will be more than 10-15 minutes late to the lesson I will simply cancel the lesson and issue you a refund on the next invoice.

If a lesson must be cancelled due to an error or conflict in my schedule, you will receive a credit for the lesson on the following month's invoice, unless we can find a mutually agreeable make-up time for the missed lesson.

If a lesson is missed or must be cancelled by the student or parent, I can't issue a credit for the missed lesson but am happy to make the lesson up. Makeup lessons must take place at the studio and are subject to my schedule; assuming I am available for a makeup, I will do everything I can to accommodate an extra lesson for you. However, I will not extend makeup credits past one month of the missed lesson.

Books & Materials

Your student will most likely require some kind of materials for their lessons. Shopping for music books can be confusing, to say the least, and that's assuming the store even *has* the book in question! Therefore in most cases I will buy the books myself and invoice you for the retail price on the next month's invoice; I do not charge a markup on books or materials. As a general rule, piano students can expect to spend \$20-30 on books & materials every 6 months; voice and drama students will need few materials, if any.

Students' Progress and Goals

Though I do not currently keep a concrete record of each student's progress, I will always be able to tell you their current progress in relation to their potential progress. *A student who practices regularly will always meet or exceed their goals.* If you or the student have any specific or time-oriented goals please share them with me at any time.

Practicing and Parental Involvement

Students who are successful are consistently the ones who practice regularly. Though one or (possibly) two missed days of practice per week are acceptable, practicing only two or three days a week is not considered regular practice; nor is practicing less than the recommended amount of time per day. As a guide, students over 7 years of age should practice 20-30 minutes per day while younger students may practice less, 10-15 minutes per day. The only way for lessons to succeed and be worthwhile is when the student is practicing regularly.

Parents' time is extremely limited--as a parent I am keenly aware of this fact! However, another important factor in students' success is the direct involvement of their parent--most likely, that's you! For pre-reading students your assistance is mandatory as the students will need help from beginning to end of the practice. For older students your involvement can come in the form of rewards and keeping the students accountable for their practicing; the most rewarding and effective method, though, is your direct communication and assistance. It may be enough to sit with them for 10 minutes a few times during the week and ask them to show you what they are doing; or, have them run through their practice with you. Your level of music education is not important; you can tell if they're playing the expected pages or "messing around." Listen for progress throughout the week and make sure their practice sessions are running long enough. Near the end of the week the songs or exercises they are working on should be played with proficiency and ease (unless it's the rare, difficult piece which will take longer). If they are having trouble it may be due to a simple question or error on their part; your involvement will hopefully mean a quick resolution and you can always call me with questions.

Promotional Lessons (LivingSocial, etc.)

If you have taken advantage of a promotion via LivingSocial or some other outlet, congratulations! I'm so happy to be able to provide you with a special deal. To clarify a condition: "two months" of lessons equals eight one-half-hour lessons, contiguous from the first week's lesson to the eighth. Therefore an absence in the middle of your promotional period still counts as a credited lesson, with all the rescheduling and other conditions applying (see "Late, Cancelled and Missed Lessons" above). Basically, the two months of lessons is considered solid from first to eighth week, after which you will be billed at the normal rate; credits will not be extended for absences, per the existing policy.

Questions and Concerns

You can always contact me with questions or concerns at my e-mail address, miciah@dodgemusicstudios.com, or my cell phone, (623) 332-5222. Texts are welcome and I will always reply to voice-mails at the first available opportunity. Though I've gotten pretty busy and therefore have had to tighten up my policies, I will always be as reasonable and helpful as I can. Please contact me with any issue you have and I will be more than happy to resolve it as quickly as possible!