

STUDIO POLICIES

Arrival

Please arrive at least 5 minutes early and unpack your instrument by your scheduled time so that you can get the most out of the lesson. Feel free to come into studio around your scheduled time even if there is nobody in studio or another lesson in session. If you arrive more than 10 minutes prior to your scheduled time, you may be assigned to a warm up room. If you arrive late, you will only receive the remainder of the lesson time that day.

Lesson Fees

\$60 for 45 minutes, \$75 for 60 minutes, \$105 for 90 minutes (\$15 base + \$1 per min)

Payment

Monthly payment (usually 4 or 5 lessons) is due in full in advance prior to the month's first lesson. A \$10 late fee will be assessed for any late payment received after the 1st of the month.

If you don't come to lessons on a regular basis, you are still required to make deposit for 4 lessons in advance. On the last week of each cycle, you are supposed to make deposit for next 4 lessons in advance. Students or guardians are responsible to track their payment cycle, while they can check in with teacher anytime. A \$10 late fee will be assessed for any late deposit.

Rescheduling & Cancellations

You can reschedule your lesson without any fee, as long as you give the teacher a 24-hour notice. If rescheduling is not possible within the same week, you may cancel the lesson. A \$15 late fee will be assessed for any late notice to reschedule or cancel lessons. Please add any late fees to your next payment.

There will be no refunds in any case including "missed" or "no show" lessons.

Violin Teacher Absence

Lessons canceled by the teacher will be rescheduled at a mutual agreeable time or a full credit of the canceled lesson will be issued towards next month's lesson charges.

Audio & Video Recording

Recording during lessons is welcome and recommended to help students' practice. The copyright of any recordings are reserved to the studio.

JANE'S VIOLIN STUDIO

WWW.JAEINSHIN.WEBS.COM (802) 272-0073

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