

## 2018-2019 Providence Music Studio Policy

Address: 300 Natchez Trail, Huntsville, AL 35806

Phone or Text: 256-652-5210

Website: [www.providencemusicstudio.com](http://www.providencemusicstudio.com)

Email: [providencemusic1@gmail.com](mailto:providencemusic1@gmail.com)

1. The student will be provided with 35 lessons/classes as scheduled on the studio calendar. Providence Music operates on a tuition basis. Monthly payments remain the same for each month. The 12-payment plan will be offered for **one more year**. Keep in mind that if you choose the 12 payment plan, you **will still make a regular payment in July even though no lessons are scheduled in July**. The 11-month plan is preferred. Additional lessons can be added at the rate of \$28 per 30 min lesson. Your tuition is inclusive of all instruction, registration, and most books/music.  
  
**\*\*Four extra weeks are factored into the studio calendar for weather or instructor "off" days. There are 39 weeks in our calendar, but you will only be charged for 35 weeks.**
2. Monthly payments must be received no later than the 7th of each month. Quarterly and semester payers will receive a bill when due. Tuition does **not** include metronomes, tuners, saxophone accessories, guitar strings, or festival and audition fees. **All tuition must be paid in full according to your payment plan by the end of the teaching year.** The only exception is for students who move away from the area.
3. **Preferred Form of Payment:** If you already pay bills online through your bank's website, simply set up **Providence Music** as a new person/company to pay. List the student's name(s) as the account number, and use the address and phone number above for the new biller information. Most banks have an option to automatically pay the biller on a specific date each month. When you have completed all your payments for the year, or if you want to switch to a different payment method, you may edit or delete the account information. Please make sure that the payment will be received NLT the 7th of each month. **Other forms of payment:** cash or checks made out to **Providence Music** or debit or credit payments through **Paypal** via the Providence Music website [providencemusicstudio.com](http://providencemusicstudio.com). **There will be an additional charge of \$15.00 for late payments.**
4. Make-up weeks for lessons or groups cannot be offered due to our tight lesson schedule. Instead, the studio will offer some fun opportunities to "make up" for a lesson missed by a student. These can include group classes, master classes, or some possible field trips or student music parties. If our local school system (Madison County) cancels school due to weather, then Providence Music will close as well. **Advanced notice on lesson cancellations is appreciated.**
5. Parents may wait for students in the waiting room on the left side of the studio. Please pick up students promptly as I am unable to supervise waiting students. Students must wait inside the building while waiting for pick-up. **Please text or call when running late or needing to cancel a lesson.**
6. The student & their family agree not to hold Providence Music responsible for any accidents or injuries occurring while on Providence Music property or while participating in or traveling to Providence Music events. The student & family release owner Wendy McGee to administer or procure medical treatment for the student if deemed necessary, and agree to be responsible for any medical bills. The student/family gives permission to use student photos or videos on the Providence Music website or on social media.
7. The **student** is making a commitment to attend lessons with a positive, respectful attitude. They will need to keep their fingernails trimmed short. **No gum in the studio, please.** Students must commit to play at home for a **minimum of three times per week**. Providence Music reserves the right to cancel this contract at the discretion of the teacher.

**By signing, I agree to the terms of the Providence Music Studio Policy.**

Signature \_\_\_\_\_