



**Student(s):**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

DOB \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Grade \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

DOB \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Grade \_\_\_\_\_

**Parents:**

Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

FORTE PIANO STUDIO, LLC  
STUDIO POLICY 2018-2019 – New York City

>students

Students ages 5 and up who are interested in piano and are willing to make the necessary effort are all welcomed. The first lesson will be an introductory trial lesson/interview. Students and parents who show interest and compatibility with our teaching style will be admitted. A strong sense of commitment and respect is expected from students and parents who are accepted into the studio.

>lesson description

Music theory, ear-training, sight-reading, technique and various styles of repertoire are taught in each lesson. For beginning students, the Shaak method is at the core of our teaching. Lessons are typically an hour or forty-five minutes, with the length being agreed upon by the parent and the teacher.

>payment and attendance policy

Tuition will be paid on a semester-to-semester basis, either at the beginning of the semester in total, or in a three-installment payment plan. Those who pay in total at the beginning of the semester will receive a \$50 discount on tuition. Those who choose to use the payment plan will submit two post-dated checks along with the first payment at the beginning of the semester. These checks will be deposited on the day they are dated (indicated below), and we will remind you of the deposit one week beforehand. For those who join the studio mid-semester, tuition will be prorated accordingly

Both Fall and Spring semester have 16 scheduled lessons. (See the calendar for details.) The last two weeks of the semester are make-up weeks. We will use these make-up weeks to cover up to two student absences that may occur during the semester. Our calendar generally follows the Beacon Public School calendar, with breaks and holidays accounted for. All teacher absences will be made up during the semester or during the make-up weeks if they are not needed for student absences. Student absences will only be made up during the two make-up weeks at the end of the semester. If make-ups are not needed for the Fall semester, the Fall make-up weeks may be used for expected Spring semester absences. Student absences during make-up weeks will not be made up. If there are numerous snow days, we may make them up via Skype, FaceTime, or Google Chat.

Should students desire to stop lessons, refunds will only be given during the first three weeks. After the third lesson, no refunds will be given. In the event of a serious illness or family crisis a refund for remaining untaught lessons may be given at the teacher's discretion. If the teacher decides to terminate lessons, a refund will be given for remaining untaught lessons.

Lessons will begin only after the tuition has been collected.

Tuition includes 16 lessons per semester

>Tuition for 45-minute lessons: \$1360 (\$85 per lesson)

>Tuition for 60-minute lessons: \$1520 (\$95 per lesson)

>There is \$50 discount on your total tuition if you pay the full amount at the beginning of the semester.

>Checks should be made out to Forte Piano Studio, LLC. There is a \$30 fee for any returned checks.

>The three-installment payment plan in detail:

Total tuition will be divided into three equal payments. Parents/students will submit two post-dated checks along with the first payment at the beginning of the semester. The two additional checks should be dated November 1st, and December 15th for the Fall semester, and March 15th, and May 1st for the Spring semester. We will send an email reminder one week before the second and third checks are deposited.

Fall Semester (September 8 - January 28):

The first check will be deposited at the beginning of the semester. Second check: November 1. Third check: December 15.

Spring Semester (January 29 - June 17):

The first check will be deposited at the beginning of the semester. Second check: March 15. Third check: May 1.

> Student Expectations

1. Students are expected to arrive to lessons on time. Any time missed due to tardiness, or having to end a lesson early will not be made up and there are no refunds. Please keep in mind

that the instructor has reserved this time slot for you and has arranged his or her schedule around other students as well. It is extremely important that you stay with your scheduled lesson time.

2. Students are expected to practice at home daily for 20 minutes to an hour or more, depending on the level of the student (Please discuss with your instructor). If the student is not practicing for extended periods of time (other than vacations and trips), a parent/teacher meeting will be scheduled.

3. Students are expected to come to each lesson with his/her music books and notebook.

4. Parental involvement is required for younger students. Kids improve quickly and have a better understanding of materials learned if parents are actively involved. The last five minutes of the lesson will often be a follow up conversation with the parent. Parents will be requested to monitor practice for all younger students. For the older students, parents will be requested to monitor practice if progress is not being shown. If there is a consistent lack of commitment and progress, the teacher may discontinue lessons.

>tuition adjustments

Any adjustments made to the tuition will be addressed at the beginning of the school year.

>promotional media

We reserve the right to use photos and videos from recitals, studio classes, and lessons for our website and social media.

>teaching goals

The goals are of our studio are for each student to develop piano, music theory and ear-training skills, and most importantly acquire a life-lasting love, respect and understanding of music.

I have read and understand this policy and agree to the conditions it entails:

Signature\_\_\_\_\_Date\_\_\_\_\_