

# Melody Music Studio

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## Studio Policies and other Helpful Information

1150 Executive Circle  
Cary, NC 27511  
919-523-8815

**Welcome to my Studio!!** I am so excited to share the gift of music with you or your child. Over my years of teaching experience, I have developed the following policies to maximize the learning experience for all involved.

**Lesson Materials:** Your lesson materials consist of your theory book, recital/performance book and lesson book along with an 8-1/2 x 11 spiral bound notebook or a 9-3/4 x 7-1/2 composition (cow) notebook. Nothing smaller or unbound is acceptable. Please bring **all** lesson books to **all** lessons. **No books = no lesson and no makeup.**

**Punctuality:** Please be on time for your lessons. If you are early, please wait quietly in the lobby for the previous student to finish. If you are late, your lesson time is reduced by that amount, since there are students behind you.

**Sickness:** To maximize lesson time and minimize the risk of passing germs, please use the bathroom and wash hands **before** your lesson.

**Communication:** Your child will occasionally be given information to bring home. Please make it a habit to check out their piano notebook at least once per week and to check in with me at least once per month to be sure all issues are addressed in a timely fashion. Parents are also allowed to sit in on the lesson at any time, but the studio room is too small for other siblings, so I ask that they wait outside the room to minimize distractions.

**Recitals:** There are two recitals scheduled during the year; one around Christmas and the other in June. All students are expected to prepare for and participate in these recitals, as they are an important part of the learning process. This includes not only preparation of a piece, but appropriate stage decorum, proper concert dress and appropriate audience attention and response also. Information will be distributed as these dates approach.

***Tuition:*** Melody Music Studio works on a semester system, and lessons are offered year-round. Each semester will be approximately 11 weeks with an abbreviated summer session and some time off during certain holiday seasons. Tuition is charged per semester.

Rates (effective September 1, 2018):

30 minutes: \$350/semester for the first student in the family; \$295 for subsequent family members.

60 minutes: \$645/semester for the first student; \$595 for subsequent family members.

Semester payments are payable by cash, credit card or check and are due at the first lesson of the semester. Late payments will incur a fee of \$10 per week per student missed. Partial payments will include a \$10 fee.

***Makeup Policy:*** An additional week is added to the Fall and Spring Semesters for makeup lessons. **This is the only time makeup lessons will be offered**, so please mark your calendars. This allows for two makeup lessons per year; one in the first part of the year and one for the second. **No additional makeup lessons will be offered.** To be eligible for a makeup lesson, I must have 24 hours' notice by phone, text or email.

In the event of studio closure (bad weather, etc), makeup lessons will be scheduled for those students who were affected. All makeup lessons are at the discretion of Lynn Hudson.

***Finding an Instrument:*** Any electronic keyboard, no matter how fancy or expensive or what the salesperson says, is NEVER a good substitute for an acoustic piano. There are many options available, including rentals and flexible payment options. Please do not start lessons without an instrument in your home. See me if you have any questions in this regard.

N.B. By enrolling in my studio for lessons, it is understood that you have read these policies and agree to abide by them. You will be informed of any changes that take place in a timely fashion.

