

PIANO LESSONS STUDIO POLICY

Principal instrument taught: Piano/ Roland digital piano with sequencer

Principal Style: Classical /Reading music

Students who have taken piano previously, please bring the books you have previously used to your first lesson. All students – bring a spiral notebook. My studio policy is consistent with other OMTA/MTNA teachers in the Oklahoma City/Edmond area.

The year will be divided into 2 semesters, and a summer semester.

Private Lessons are given in my home studio. No group lessons available.

FALL SEMESTER will begin August 25th, 2007 and will continue until December 21st, 2007. The equivalent of 16 half hour lessons will be taught, and tuition will be divided into 4 equal monthly payments.

I will teach the 29th, 30th, and 31st of the month. No lessons will be taught the Tuesday through Saturday of Thanksgiving week.

Commitment outside of weekly lessons: Holiday Recital 2nd weekend in December. Recitals are performed in my home. Music does not have to be memorized.

SPRING SEMESTER will begin January 2nd, and will continue until May 23rd, 2008. The equivalent of 19 half hour lessons will be taught, and tuition will be divided into 5 equal monthly payments. I will teach the 29th, 30th, and 31st of the month. No lessons will be taught the week of Spring Break.

Commitment outside of weekly lessons: March 1st – Weatherford piano contest (For selected students only). April 5th- OMTA District piano audition and theory test held at Okla. Christian University. May 2nd -3rd – COMTA Festival – held at Okla. Christian University. May 16-17th –OMTA State piano audition – held at Okla. City University (For those students who qualify) Music must be memorized for the auditions, and spring recital. Spring Recital date TBA.

SUMMER SEMESTER will begin June 1st, and continue until August 24th^t, 2008. No lessons will be taught the week of July 4th. Lessons will be amended to accommodate vacation schedules. Tuition will be paid in monthly payments, accommodating the lessons you will be taking. Attending lessons during the summer is strongly suggested.

MAKEUP LESSONS:

Makeup lessons will only be given for missed lessons involving school events, in which the attendance at the school event affects the student's grade, real emergencies, sickness or weather-related missed lessons.

2 makeup lessons per student per semester are given. Any more misses, and the lesson is forfeited. Tuition is not refunded, reimbursed, or forwarded to the next month.

Lessons the teacher misses will be rescheduled, and are not a part of the 2 makeup lessons per semester. The makeup lesson will be given the week of the missed lesson only. A missed makeup lesson will not be made up. (Social events such as parties, sports events or events with friends, forgetting lessons, and transportation problems are NOT eligible for makeup lessons). Please give 24 hours notice for makeup lessons. Swapping lesson times with another student is permissible. Please let the teacher know. Choose your lesson time wisely to avoid missing lessons.

PARENTAL INVOLVEMENT & PRACTICING:

Piano lessons are a commitment, and since the majority of the students can not drive, the parent or guardian is responsible for getting the student to the lesson, and coming to get the student. Please be on time for both occasions.

If the lessons are important to the parent, they will be important to the child. Your involvement is vital to the progress of the student. You are welcome, and encouraged to observe during the lesson.

To instill self-discipline, it is suggested that a regular time for practice be set. A quiet atmosphere and a well tuned piano will insure quality practice time, and progress will be made. Assignments and daily practice are expected to have the same priority as school homework. In order to progress, at least five days of practice every week is necessary. Post a written daily practice schedule on your refrigerator, allowing at least 20-30 minutes per day of practice time. A kitchen timer is useful to keep track of practice time. To be prepared for a piano lesson, a student shouldn't skip practice more than two days in any week.

Siblings who are also taking lessons may quietly sit during the lessons, and wait their turn. Other friends or siblings not taking lessons must be accompanied by a parent. I am not a baby sitter, and can only be responsible for the student who is taking the lesson. Don't let your child attend the lessons with gum, or other food products, and hands must be clean with fingernails cut short.

Provide as many musical opportunities for your child as you can. Attendance at orchestra concerts, musicals, choral, piano, vocal or instrumental recitals, as well as listening to recorded music enhance the student's musical awareness.

TERMINATION OF LESSONS:

I require one month's notice of termination of lessons, for any reason. You will owe the entire month's tuition, and no refunds will be given. I reserve the right to terminate lessons with a student at my discretion. I will give one month's notice of my intention to do so. Reasons for termination of lessons: lack of parental support as listed in the parent's involvement section, persistent absences, lack of progress due to insufficient practice or unfulfilled requirements, consistently missing recitals or auditions with no excuse, uncooperative attitude, failure to pay tuition, or in general, disliking the lessons. Certain personalities clash, and there is no reason to prolong a situation that is not working in a positive way.

PERFORMANCES:

Music is a PERFORMING ART. The only way to learn how to perform is to perform. Recitals, auditions, and contests provide this opportunity and accountability of the progress made. Attendance at these events is required. These events are usually on a weekend. Please reserve the dates on your calendar for piano.

Prior to the recital or audition, the student should play the audition/recital pieces over and over for family and friends. If they practice regularly, and get a good night's sleep the night before the event, they should perform with confidence, ease, and enjoyment.

TUITION, BOOKS, and FEES:

Tuition for lessons is due at the FIRST lesson of the month. If you forget your checkbook, you may mail the tuition payment to my address: PO BOX 720520, Okla. City, OK 73172. Occasionally new books will be issued. These books and contest entrance fees will be invoiced. No discount for families is allowed. Each student is unique, and requires as much energy and preparation as his/her sibling. For students who start lessons in the middle of the semester, the lessons will be pro rated. Once you start the semester, you are expected to finish the semester and owe tuition for the semester, barring unforeseen circumstances, or termination.

**FEES PER MONTH PER STUDENT: 30 minute lessons (Fees quoted upon request)
FEES PER MONTH PER STUDENT: 45 minute lessons (encouraged for intermediate to advanced students) Fees quoted upon request.**

**This policy shall remain in force until amended by the teacher.
September, 2007**

I AGREE and will support this studio policy for the entire time my child is taking piano lessons from the teacher in this studio.

Signed Parent or Guardian

Date

Cheryl M. Byrd