

Master's Music- Donna Henry

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REGISTRATION FORM

Fall 2021-Spring 2022- Fall Semester: Sept 1-Dec 22 with Thanksgiving weekend off, and Dec 23-Jan 2 off. Spring Semester- Jan 3- May 27 with Spring break week off, tentatively Mar 14th-18th. Master classes are free and will be scheduled each semester based on interest. They are encouraged for group learning and sharing of music. Lessons are in person or online. If there is interest a holiday recital will be planned Saturday Dec 18th. A spring recital will be announced later.

Fee Schedule- Cash/Check payments due by the first day of each month, received in person at the last lesson of each month or mailed: Flat Rate Fee: 30 minute lessons \$123- 60 minute - \$246; Family Discount: 30 min lessons for 2- \$226, 3-\$345. If you fail to pay on time at the cash price, you will be expected to pay by PayPal thru my website link at the higher price: 30 minute lessons- \$128, 60 minute lessons- \$252, Family Discount: 30 min lessons for 2- \$236, for 3- \$357. I appreciate you being on time without reminders. Remember your payment on the 1st day of the month reserves your lesson time. Late payments may result in a late fee of \$25 or dismissal if it is an ongoing problem. If you are absent when your payment is due, you agree to plan ahead so that it is received on time.

Busy Adults Lesson Package- Busy adults who need flexibility may purchase a lesson package for 30 minute or 60 minute lessons to be used any time during the semester we are both available. These come in 10 lessons for fall (\$308, \$615 check) and 12 lessons for spring (\$370, \$738 check). Pay Pal is higher rate. These have 4 additional weeks off built in and must be used within the semester or you lose it.

Summer Lessons- June-August lessons are scheduled flexibly based on both our availability and are not paid for by the month flat rate. Lesson packages of 10 lessons with flexible scheduling thru the summer. Scheduling is no more than a week in advance. If you have other needs, please discuss.

Studio Policies

1. Be committed and on time for your scheduled lesson, not early, not late, as students are scheduled usually back to back and someone will be before you or after you. Wait in your car if you are early. Parking is out front on the curb or driveway if there is room. Parents and adult students are encouraged to join my private online FB Music Lesson Help Page to stay up to date on studio announcements and info. Emails are not sent out. Parents make sure you step in to communicate at the **beginning of a lesson** once a month to check in.
2. Same Day Cancellations will not be made up unless there is a true emergency discussed with me thru a phone call prior to your lesson time. Make up lessons will be offered for family vacations with 2 weeks' notice and make up lessons scheduled ahead of time prior to leaving. A makeup lesson will be offered for illness that is contagious, fever, strep throat, infection, or injury where school or work is also missed. Advanced 24 hour notice is required to get a makeup lesson. An online lesson may be used at your normal lesson time.
3. You are responsible for purchasing your own music books and materials. Very few copies will be given and for limited situations. Bring your materials and a spiral subject notebook to every lesson.
4. Visitors during lessons will be restricted to parents with a student age 4-7 the first month of start up for assisting at home, and once a month there after. Parents or grandparents should drop off and pick up or wait in

the car. Siblings 7 and older may come in together and should have quiet reading to do. Young children should be supervised by a parent. Distractions are kept to a minimum during lesson time for quality assurance. If you have someone you want to bring to observe a lesson, please ask me in advance the day before if it's ok. Many lessons are scheduled back to back and you may not take up someone else's lesson time.

5. Any issues or concerns regarding lessons please discuss in person right away. Open communication is encouraged to reach your goals.

6. Two weeks notice is required for discontinuing lessons to avoid being charged. This notice must be given in writing, email is sufficient. Your commitment is a minimum of one full semester. Quitting should be handled with courtesy.

7. Long distance online students should discuss this process with me and be prepared prior to first lesson.

Registration/Student Agreement

1. Student Name _____ Date _____

2. Parent Name _____

3. Mailing Address _____

4. Phone #'s _____ Email _____

5. Age/grade if child _____ School _____

6. Do you have a piano _____ or Keyboard _____ at home to practice on?

7. Previous lessons? _____ Piano/Vocal books? _____

8. Introductory lesson done? yes _____ no _____ 9. Lesson day/time _____

9. Payment Method: Cash/Check _____ Paypal _____ Amount Paid _____

*First Month Payment is due at the time of registration to reserve your lesson time

By Parent or Adult Student signing below you are saying that you have read all the above, fee schedule, and studio policies and agree to following these guidelines and the commitment of a minimum of one semester for ongoing lessons. This agreement is good for one year from the signature date.

Student/Parent Signature _____ Date _____

Please initial if you give permission for your child to be recorded for online demos or recital sharing _____

I look forward to serving you and helping you reach your goals!

Donna Henry

