

# McKinney Guitar Studio Policy

1. Students are asked to be prompt and well prepared for each lesson. They are expected to listen and be respectful during the lesson. It is recommended that the student practice at least 10 -15 minutes per day in order to fully understand and execute each assignment well.
2. Lessons are private, 30 minutes each, weekly and the current per half hour rate is \$60.
3. Music is taught using traditional notation rather than tablature. Materials are graded according to levels of ability and thoroughly cover all the necessary components for good musicianship.
4. The focus of each lesson includes memorization of pieces, understanding and applying music theory, good performance technique, and learning more about the creative aspect of music.
5. Tuition is due on the 25<sup>th</sup> of each month for the upcoming month's lessons. Checks may be post dated for the 1st of the month and will be deposited within the first week of the month. Checks received after the due date must include a \$15 late fee. Payment must be made in full and checks are to be made payable to John Wynn. A \$30 bank fee applies to all returned checks.
6. No refunds will be given for missed lessons or in case of termination. The studio reserves the right to suspend or terminate a student if the student does not maintain consistently good practice habits and a good attitude. In addition, all students are expected to put their school work first.
7. A credit or rescheduled lesson(s) may be issued at the discretion of the studio. In the event of a serious illness or extended absence, contact the studio to discuss options. In order to be eligible for a makeup lesson a minimum of 48 hours notice must be given. In addition, the current month's tuition must have been paid in full. Makeup lessons may also be scheduled well in advance of a planned absence. Please realize that this is to every ones advantage and enables the studio to function more efficiently.
8. If there is business to discuss relating to a student, please plan ahead to do it during the lesson or make an appointment. Please allow 48 hours for return calls. Time will not be taken between lessons or via email to talk about tuition or schedules. Please plan ahead to talk about any opportunities or concerns during the lesson, or between the hours of 9 a.m. and 12 noon , Monday through Thursday. You may leave a message on the studio voice mail at **972 832-1646**.
9. Some lesson materials are provided at no charge by the studio, and others are available for purchase. Recommendations for each student are made based on their progress.
10. Lessons may be split between family members.
11. The studio tries to accommodate schedule changes when necessary and within reason.

I understand the policy and agree to its terms.

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Parent/student signature

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Date