

# STUDIO POLICY

Natalie Todd

Lessons are held once per week at a rate of \$50 per hour.

Payments for lessons are due in monthly installments. The payment for each month is due at the last lesson of the previous month. For example, the payment for March is due at the last lesson in February.

You are responsible for keeping your appointment every week, and for notifying the instructor in advance if you are unable to keep the appointment.

Lessons can be rescheduled or credited under the following circumstances:

1. If the instructor cancels the lesson, the lesson will be rescheduled. If we are unable to find a time to reschedule, a credit for missed lessons will be issued towards your next month's lesson payment.
2. If the student cancels the lesson (notifying the instructor in advance) for any reason, the lesson will be rescheduled. If we are unable to find a time to reschedule, no credit will be issued.

If the student skips the lesson without notifying the instructor in advance, the lesson will not be rescheduled, and no credit will be issued.

If the student skips two consecutive lessons without notifying the instructor in advance, and does not respond to the instructor's subsequent attempts to contact the student, the instructor will assume that lessons have been terminated. The student will be taken off the schedule and their lesson time made available to others, and any lessons already paid for will be forfeited.

In the event that the student decides to terminate lessons, the student will give the instructor two weeks' notice. Any lessons already paid for will not be refunded.

Upon termination of lessons by the instructor or student, the student agrees to return any materials borrowed from the instructor.

The instructor reserves the right to make exceptions to the above policies in cases of emergency.

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I have read and understood the above policies.

Student Name \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Student or Parent Signature \_\_\_\_\_

Date \_\_\_\_\_