

Fees:

Registration: A non-refundable and non-returnable annual fee of \$30 per student is required and paid at the time of registration. For more than two students in one family, a non-refundable and non-returnable annual fee of \$60 per family is required and paid at the time of registration.

Declined credit card, NSF or returned checks: \$30 processing fee per transaction will apply and will be automatically charged to account on file at Great Lakes School of Music.

Music Performances: Fees vary and shall be paid upon enrollment of each event. **DANCE PERFORMANCE:** \$35 (non-refundable & non-returnable) performance and costume fee for spring event. This fee is due at time of dance enrollment.

Payment of Fees:

There are 3 Tuition Payment Options:

1. Tuition is pre-paid by recurring credit card payment or bank account debits. Monthly tuition beginning August, 2011 shall be charged to the credit card on file on the 1st day of each month or shall be debited from the checking account on file on the 1st day of each month. The individual paying for the tuition must sign the Automatic Payment Consent Form. For students enrolling after August 1, 2011, tuition payments will be "pro-rated" based upon the start date of lessons / classes.
2. Quarterly Tuition: 3 Months Tuition is prepaid by Aug. 1, 2011, Nov. 1, 2011, Feb. 1, 2012 & May 1, 2012
3. Occasional lessons are available based upon teacher availability at a higher per lesson rate. Please check with the office regarding the private rate.

Paid tuition for a lesson cannot be credited to or applied to any other lesson. For example, if a student misses a scheduled lesson for any reason, the tuition for that lesson cannot be credited to or applied to a future lesson.

Withdrawal:

There is a three month minimum for all PRIVATE MUSIC lessons. One-Month Notice by the First of the Month is required to discontinue PRIVATE MUSIC lessons. For example, if the parent notifies Great Lakes School of Music office by February 1st about the student's withdrawal, then February becomes the last month of lessons. Withdrawal must be done with the school office and not with the teacher. To withdraw from lessons, a parent or an adult student must:

1. Inform school administration, and
2. Complete and sign a withdrawal form provided by Great Lakes School of Music office.

All credit card charges or banking debits will stop after the one-month notice period. Great Lakes School of Music reserves the right to terminate lessons / classes to any student without notice. In such a case, a refund for unused lessons will be given.

Students enrolled in DANCE CLASSES are expected to continue in the program from the date of enrollment to May 12, 2012.

Refunds:

Neither credits nor refunds are issued should a student miss any lessons / classes.

Student Absences and Make-up Lessons:

Great Lakes School of Music Office must receive 24 hours notice for the absences.

Make-up **PRIVATE MUSIC LESSONS** are based upon teacher availability, and there is a limit of 2 make-up lessons during the 2011-2012 Term.

Please do not notify the teacher of an absence since the teachers do not handle scheduling or other administrative tasks. Great Lakes School of Music Office will notify the teacher with student absences. All scheduling correspondence must be sent to info@grlakesmusic.com

There are no make-up dance classes.

Extreme Weather or Unexpected Interruption of Lessons:

If Great Lakes School of Music must cancel lessons / classes due to extreme weather or events beyond our control such as power outages, Great Lakes School of Music will notify students about the cancellation. Make-up lessons will be offered during the months of July and August for lessons canceled due to weather or any other events beyond the control of Great Lakes School of Music. No refunds or credits for lessons missed due to these reasons will be given.

Substitution:

Great Lakes School of Music reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to attend a lesson. If Great Lakes School of Music cannot arrange for a substitute, any missed lessons / classes will be made up.

Care of Students:

Great Lakes School of Music is not responsible for providing before or after class care for students. Parents with students under the age of 5 are asked to remain in the building during the lessons. Students are not to be left at Great Lakes School of Music for excessive time before or after lessons.

Parent's Responsibility to be Aware of Dates and Events:

It is the responsibility of the parent or adult student to be aware of Great Lakes School of Music events such as recitals, pre-registrations and the dates Great Lakes School of Music is open and closed. Great Lakes School of Music will send email reminders. It is the responsibility of the parent or adult student to inform the school of any address, email or telephone number change.

Injuries:

Parents, legal guardians of minor students and adult students waive the right to any legal action for any injury sustained on Great Lakes School of Music property resulting from normal lesson activity or any other activity conducted by the students before, during or after lesson time.

Photo Release:

Great Lakes School of Music is hereby granted permission to take photographs or videos of the students to use in brochures, websites, posters, advertisements, DVD's and other promotional materials Great Lakes School of Music creates. Permission is also hereby granted for Great Lakes School of Music to copyright such photographs in its name.

Equipment

Each student enrolled in private piano lessons is required to practice daily on a well-tuned piano or acceptable digital piano. An electronic keyboard is not a suitable substitute for productive piano study. Development of technique, tone, color, pedal, and general artistry can only be achieved through the use of an appropriate instrument. In addition, the pupil must have a metronome. Instructors will advise their students as to the most appropriate instrument for music study in their discipline.

Lesson / Class Attendance & Practice

Regular attendance is necessary to develop skills, build confidence, and maintain a positive attitude. Students are expected to come to their lessons prepared. Successful and rewarding study depends on consistent quality daily practice. To help develop self-discipline and good work habits, it is suggested that a regular time for practice be set aside each day. Students are expected to practice their assignment daily as directed by the teacher.