

Tuition and Payments:

A half-hour private lesson will be scheduled for the same day and time every week. Lessons are booked and paid for in advance on a monthly basis, at the flat rate of \$135.00 a month regardless if it is a 4 or 5-week month. If a holiday falls on the day of your lesson, your lesson can be rescheduled or you will be issued a per lesson credit of \$31.00 towards your next months tuition.

Tuition is due by the first of every month. Tuition may be paid with cash, check, Visa, MasterCard, Discover, or Amex. Tuition that has not been paid prior to the 5th of the month will automatically be charged to a **credit card which is REQUIRED to be on file. THERE ARE NO REFUNDS OR CREDITS FOR DISCONTINUED LESSONS.**

NSF Payments:

I hereby authorize Route 7 Music to automatically debit my credit card account for the amount of any NSF paper check transaction plus a \$20.00 NSF fee.

Student Policy:

Route 7 Music's rescheduling policy is the most flexible in the area, offering unlimited reschedules.

We ask that you please adhere to the makeup policy described below so we can continue to offer this flexibility. Also keeping in mind that our instructors are full-time musicians and teaching is the way they make a living.

You may reschedule a lesson as long as 24 hours notice is given. If you give less than 24 hours notice you will forfeit the lesson and no makeup or credit will be issued. It is the student's sole responsibility to make arrangements with the front desk for all makeup lessons. **No credits or refunds will be issued for missed lessons.**

Available Options for Make- Up Lessons

You can make up your missed lesson with your instructor, if his or her schedule permits within two weeks of the missed lesson date.

- b) If your instructor is not available you may reschedule your missed lesson with another qualified instructor from our staff within two weeks of the missed lesson date.
- c) If a makeup time is not available and you chose not to have a sub for your makeup lesson you will forfeit any missed lessons and no credits will be issued.

Any lesson not made up within two weeks from the missed lesson date will be forfeited and no credit or refund will be issued.

Illness

You are permitted one sick cancellation per month that falls under the 24-hour notice. You must make up this lesson within two weeks of the missed lesson date. **RESCHEDULED LESSONS CANNOT BE MADE UP AND NO CREDIT WILL BE ISSUED.**

Teacher Absences:

In the event that your usual teacher is absent:

- a) You may reschedule your lesson with your instructor within two weeks from the missed lesson date.
- b) You may take a lesson with another qualified teacher from our staff within two weeks from your missed lesson.
- c) If you are unable to find a time we will issue you a per lesson credit of \$31.00 towards your next month's tuition.

Rescheduling:

In order to avoid any confusion we ask that all rescheduling of makeup lessons occur at our front desk. We can be reached at 203 775-6377.

Bad Weather:

For closing information there will be a message on our answering machine by 2 pm on any day that the weather may be questionable. Always call the studio to check the status of lessons for that day.

Holidays:

Our lesson schedule does not follow the school calendar. Private lessons will not be held on New Year's Eve, New Year's Day, Memorial Day, Fourth of July, Thanksgiving Day, Christmas Eve, and Christmas Day.

Termination of Lessons:

Two weeks notice prior to your last lesson of the month is required to discontinue any lessons. Withdrawing must be done at the front desk and not with an instructor. You will be considered an active student and billed accordingly unless notification has been confirmed at the front desk.

Route 7 Music reserves the right to terminate lessons to any students without notice. Route 7 Music reserves the right to change policies as needed. Students will be notified of changes when they occur.

For any questions please contact the front desk at 203 775-6377.

ROUTE 7 MUSIC

Registration Form

Student Information

Last Name _____ First Name _____

M F Birthdate _____ Parent Name _____

Phone _____ Work/Emergency Phone _____

Address _____

Email _____

Date of Registration _____ Lesson Start Date _____

Instrument/Lesson _____ Teacher _____

Lesson Day _____ Lesson Time _____ Lesson Length 30 minutes One Hour

Student's Primary School _____

How did you hear about us? Radio (please specify) _____ Newspaper (please specify) _____

TV Web Friend/referral Other (please specify) _____

Payments Accepted: Cash, Check, Visa, MasterCard, Amex

A credit card is required to be on file: Visa MasterCard Amex

_____/_____/_____
Card Number Expiration date 3 digit CIS code

I hereby authorize Route 7 Music to charge my credit card for any open balance on the fifth day of each month. Lessons will be pro-rated according to my start date. All charges will appear as Route 7 Music.

Signature

Withdrawal Form

I am requesting to stop lessons as of this date _____ . I understand that I am responsible for any open balances.

Signature