



Studio Policy and Agreement

Last Updated 3/1/2024

This Studio Policy and Agreement is a legal contract between Huntington Music and Students/Families enrolled in individual or group classes.

Lessons Schedule:

- Lessons are scheduled on a weekly basis in 30 or 60 minute increments. Once a day/time is agreed upon by Huntington Music and the Student that time will be reserved for said student and the student will be responsible for paying for that time slot monthly.
- Lessons will be scheduled indefinitely.
- Lessons are available all year long and may be canceled at any time by request of the student.
- Students may discontinue lessons at any time but must inform the Studio of the final lesson date. If the Studio is not informed of discontinuation we reserve the right to charge you for the next 4 lessons.
- Students are expected to attend all scheduled lessons unless otherwise arranged in advance with the studio.

Huntington Music Holidays:

- WE DO NOT FOLLOW THE PUBLIC SCHOOL SYSTEM HOLIDAYS.
- If you would like a certain holiday off you must contact the studio to cancel the lesson or to reschedule.
- Huntington Music will be closed for some holidays throughout the year. Closure dates will be posted on the front desk.
- Lessons that fall on weekday Holidays may be rescheduled.

Tardiness:

- Students are expected to arrive at their lesson on time. Students arriving up to 15 minutes late may have the remainder of their scheduled lesson.
- Teachers are not required to wait for their student beyond 15 minutes for a 30 minute lesson, or beyond 30 minutes for a 60 minute lesson.

Student Cancellations:

- Students may cancel lessons up to 48 hours before the scheduled time in order to be eligible for a makeup lesson.
- Students may cancel lessons anytime before the 48 hour period to receive a lesson credit.
- Cancellations after the 48 hour period WILL NOT receive a credit or a makeup lesson.
- Cancellations due to unexpected circumstances MAY be eligible for a makeup lesson at the studios discretion.
- Students must contact the studio directly to cancel a lesson NOT the student's teacher.
- Students may cancel online through the parent portal, call, text or email the studio.
- STUDENTS WILL BE CHARGED FOR ANY NO CALL NO SHOWS.

Teacher Cancellations:

- If a teacher must cancel lessons due to injury, illness, or life event, the studio will inform the student as soon as possible. Please understand that teacher cancellations are typically not known before 9:30am.
- Any cancellation due to a teacher's absence will be rescheduled or substituted. If the lesson cannot be rescheduled or substituted then a lesson credit will be issued.

Makeup Policy:

- Students may be eligible for a makeup lesson if the following criteria is met: personal injury or illness.
- If the studio is unable to reschedule a lesson canceled by the student after the 48 hour time period,

the student WILL NOT receive a credit.

- STUDENTS WILL BE CHARGED FOR ANY NO CALL NO SHOWS.
- Makeup lessons expire 30 days after the canceled date.

Termination of Lessons:

- Studio reserves the right to terminate lessons at any time.
- Students may discontinue lessons at any time but must inform the Studio of the final lesson date. If the Studio is not informed of the date of discontinuation we reserve the right to charge you for the next 4 lessons. (Form to Discontinue Lessons can be found on the parent portal or the website)
- Lessons WILL be terminated after 4 consecutively missed lessons.
- Lessons WILL be terminated if lessons are not paid in full within 45 days of the dated invoice.
- Studio reserves the right to send any unpaid invoices to collections after 90 days.

Lesson Rates:

Please understand when committing to lessons at Huntington Music the studio is reserving a specific day/time for you that cannot be filled by other students. Therefore, you are not only paying for each individual lesson that occurs but for that time slot.

Lesson Rate are as follows:

- **\$35 per 30 Minute Lesson**
- **\$65 per 60 Minute Lesson**

Military discounts are available by request.

Payments:

- Lessons will be billed monthly.
- Invoices must be paid by the 1st lesson.
- Invoices will be emailed by the first of each month.
- Invoices must be paid in full within 8 days of receiving the invoice.
- A late fee of \$30 will be charged after 8 days.
- If payment is not received within 45 days of the dated invoice, lessons will be terminated until the account balance is paid in full.
- Studio reserves the right to send any unpaid invoices to collections after 90 days.
- Payments may be made by credit card, checks or cash. Credit card payments are accepted online through the parent portal or in person at the studio. Checks may be made out to Huntington Music.

Charters:

- Charter students must submit a PO for monthly lessons before the first lesson of each month.
- Any lessons not submitted to the charter MUST be paid by the student.
- WE DO NOT FOLLOW THE CHARTER SCHOOL HOLIDAYS.

Family at Lessons:

- Family is welcome to attend and quietly observe the lesson.
- The teacher reserves the right to ask family members to leave the lesson if they are disrupting the lesson.

Student Expectations:

In Person Individual Lesson Students are expected to:

- Arrive on time for all lessons.
- Treat the Studio instructor, other students, and Studio property respectfully.
- Provide and bring required materials: music, instrument and other essential items for their instrument.
- Complete all practice and written assignments.

Online Individual Lesson Students are expected to:

- Be online on time for all lessons.
- Treat the Studio instructor respectfully.
- Provide and bring required materials: music, instrument and other essential items for their instrument.
- Complete all practice and written assignments.
- Provide the proper setup for online lessons.
- Have access to a printer.

The Studio will provide Students with verbal and/or written warnings if they breach the Studio Expectations, Students may have the opportunity to rectify such warnings. Repeated or frequent breaches in the Studio Expectations may result in the termination of lessons.

Waiver of Liability; Indemnification:

PARENT AND STUDENT HEREBY WAIVES, RELEASES, DISCHARGES, AND COVENANTS NOT TO SUE STUDIO, ITS OWNERS, EMPLOYEES, AGENTS OR REPRESENTATIVES ("RELEASEES") FROM ANY AND ALL LIABILITY, CLAIMS, DEMANDS, LOSSES, OR DAMAGES ARISING OUT OF, OR RELATED TO, STUDENT'S PARTICIPATION IN STUDIO ON-SITE OR OFF-SITE LESSONS, EVENTS, OR ACTIVITIES ("STUDIO PROGRAMS"), WHETHER BASED IN CONTRACT OR TORT.

By signing below, the student and his/her guardian state that they have read and fully understand the policies outlined in this document. Furthermore, the student and his/her guardian agree to abide by all policies, including those specifically related to payment.

Name *

First Name Last Name

Date *

Month Day Year