**CC Music Lessons - Student Contract**

Student Information:

Name of Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­ Age \_\_\_\_\_\_\_

Instrument \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Student’s Parent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If different than parent, name of person who will be accompanying student to lesson

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rates – Lessons are offered weekly in half hour, 45 minute or full hour sessions. Prices are as follows:

$25 – per half hour lesson $35 – per 45 minute lesson $45 – per hour lesson

Further discounts apply to households with more than one student. Please inquire through email or telephone as to how these rates work. Teacher may offer additional discounts or free lesson time promotionally for new students, student referrals or active duty military families.

We also offer one free trial lesson to any new student. These are usually offered on Saturdays as not to interfere with the teacher’s weekly schedule. Please contact us through email or telephone to set up a trial lesson.

Prices are subject to change.

Student Responsibilities –

* Materials - Students are responsible for the purchase of their own books, instruments, and other materials needed for the lessons they are receiving. The lesson teacher will assist in referring students to where they can obtain these items, however teacher is not responsible for providing them personally. All students are required to have a notebook (size/type are flexible) for teacher to record notes for work at home.
* Practicing - Each teacher instructs how much practice is ideal for each student and will encourage students in their practicing. Nevertheless, once the student is away from the studio, it is up the student to do their own practicing. Progress will be made most quickly by those students who maintain the recommended practicing time. Parents are also encouraged to be involved in their students practice. Taking the time to listen to your child play their weekly songs, or creating a set time for practicing in the students daily routine are good ways to become involved.
* Attendance/Planned absences – Students are responsible for their time slot with CC Music Lessons. If a student misses their lesson for any reason it is not the requirement of the teacher to make up the missed lesson, or the responsibility of CC Music to reimburse the student for the missed lesson. However, please notify teacher before the billing period for any planned absence – you will NOT be billed for a lesson as long as teacher is notified: 1)at least two weeks ahead of the missed lesson and 2)before the invoice has been sent. Lessons canceled two weeks ahead, but after invoicing, will follow the make-up lesson policy.
* Make-up lessons - If notice of an absence is given at least 10 days before the planned absence, a make-up credit will be issued on the studio website and the student/parent can use this make-up to schedule a lesson during any available time slot. In order to cancel your lesson, either notify teacher Chloe Crouse directly, or go through the student portal on the website and cancel your lesson. The website will automatically add a make-up lesson credit to your account. You can choose to schedule the make-up immediately or schedule it at your convenience during an available slot. Make-up lesson credits will expire after 45 days, and CC Music is not responsible for reimbursement of any unused credits. Make-up lesson credits may also be issued by Chloe Crouse at her discretion, typically for certain unexpected absences. Students who routinely miss scheduled make-up lessons may have make-up credits removed from their online account.
* Ending lessons – Students can choose to cancel their participation in the lesson studio at any time. With two weeks written notice, initial registration fee of $25 will be used towards the final lesson and any excess lesson fees past the two weeks notice will be refunded within 30 days of canceling. For students who cancel without notice, the registration fee will be held and only lesson fees for future lessons will be refunded.
* Student Contracts- Students or parents of students being taught by Chloe Crouse are to sign and hand in a student contract with their first payment of lessons. This student contract ensures that both the students and the parents understand the business arrangements of how these lessons will work. The student contract can be found on our website and can be printed out at home.

Payment

Payment is to be received before regular lessons with a student begin. A new student fee of $25 will be invoiced with the first monthly lesson as a deposit on the account. Once lessons have begun, invoices will be sent 5 days before the regular due date of the 1st of the month. Students/parents have until the 5th before a late payment fee of $10 will be charged. Payment is not required at any time during a trial lesson. Payments can be made through credit or debit card via the website, or through checks made out to Chloe Crouse. Online/emailed invoices will serve as receipt of payment.

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_