

## Studio Policies

The Music Spot aims to provide a safe, fun and professional place to learn music. We take pride in our curriculum, and we do our best to make sure it stands out from your typical music education. We are delighted that you have chosen The Music Spot to be a part of your music education.

## Registration

Early bird registration begins in April. This allows our currently enrolled students to have first choice in lesson type and time for the new year beginning each September. Registration opens to the public in May. To complete your registration, all forms must be completed and handed in with tuition payment. Tuition at The Music Spot is paid on a yearly basis, and your time will not be held until payment has been received. We do have payment options, but tuition cannot be paid on a weekly basis. This is in line with other music schools as well as extra-curricular activities such as hockey, dance, soccer and skating. **Tuition must be paid in full to participate in class, special events, recitals or to keep your current time. If tuition payments are not paid when due, students are not guaranteed lesson or participation in recitals or events.**

## What is included in your tuition

- ◆ Weekly lessons from mid-September until April in your booked time
- ◆ Opportunity to participate in the Christmas Performance
- ◆ Opportunity to participate in Recitals / Public Performances
- ◆ Materials up to \$40
- ◆ Access to a practice room during teaching hours (reservations required)
- ◆ Opportunity to be a part of any studio events

## Recitals

The Music Spot welcomes as many of your friends and family as you wish to bring to your recitals. We feel that performing is an important part of your music education, and the more people you have present to support you, the better! However, you must commit to a recital time, as leaving early is a distraction to performers, and not permitted. Sign up sheets and tickets will be available prior to the recitals.

## Practice Rooms

Sometimes practicing at home is challenging. Some do not have access to full size keyboards or pianos, or drum sets, or even a space to set up and focus on their music. If we have an available studio during our open hours, each student is welcome to reserve a time to come in and practice. Practice rooms will be reserved on a first come first serve basis, and be available only on the instrument that you are currently studying at The Music Spot.

## Group Lesson Week

The week of Family Day has been our traditional Group Lesson Week. This is a make up week for ALL students, no refunds or private lessons will be offered. Group Activities are an important part of Music Curriculum.

## Inclement Weather

Inclement weather cancellations will be announced by the studio directors and based on weather alerts and forecasts and school closures. Please note that the weather is not something that we can control and teachers are not expected to make up lessons cancelled due to inclement weather.

## Make-Up Lessons

As with other activities and schools, missed lessons are non-refundable. Make up lessons will not be issued - Lessons cancelled by the teacher will be made up at a time that the studio schedule permits. If a makeup time is offered, and you are unable to attend, the teacher is not obligated to offer another makeup lesson. Any students that have outstanding tuition amounts are not eligible for make up lessons. This includes any student that is not enrolled for a full year of lessons. There are no make up lessons offered with our min. 10 week sign up.

## Refunds

The Music Spot requires a six week written notice if you wish to discontinue lessons. Tuition paid will be pro-rated and refunded by e-transfer after the allotted time. Please note that early withdrawal from programs are subject to the a-la-carte lesson rate, instead of the yearly discounted rate paid. And no refunds are offered for our minimum 10 week sign up. This includes Spring Session. NO REFUNDS for Group Lessons.

## What isn't included in your tuition

- ◆ Exam fees
- ◆ Materials and books beyond \$40\*. (We keep a running total for you, and you are notified if you no longer have any "tab" left)
- ◆ Summer lessons or camps
- ◆ Instruments to bring home
- ◆ Recital Tickets

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