



PRIVATE STUDIO POLICY

Welcome to Meridian Music School, the most contemporary and diversified non-collegiate music education facility. Instruction is available on most instruments, including voice. In order to provide you with the highest standard of instruction, we ask that you meet the terms of the following private studio policy:

SAFETY

The faculty and staff of Meridian Music School are not responsible for the supervision of students outside the lesson time. We kindly request that students wait inside the building before and after lessons until their parents arrive.

FEES

Lesson fees are \$27 per half hour. Payment for the full month is due at the first lesson of each month. **Please make checks payable to the teacher. A \$10 late fee** will be assessed for any payment made to your teacher after the 15th of the month.

A **onetime registration fee** will be assessed for new students. **This fee is \$25.00 per student or a maximum of \$45.00 per family.** The registration fee can be made with a check payable to Meridian Music School, or you may use a credit card. Registration fees are to be given to the Director of Education before lessons begin.

ATTENDANCE and PUNCTUALITY

Lessons cancelled with less than a 24 hour notice will be subject to forfeiture. Students are permitted **three absences in a six month period** for which a makeup lesson will be offered, and **five vacation days per year** for which they need not pay or make up. As a courtesy to your teacher, please inform your teacher of your vacation plans at least one week in advance. **Makeup lessons will not be rescheduled if cancelled by the student.** Teachers may not be available for a student who arrives more than ten minutes late for a lesson. You may reach your teacher at the number below in the event you must miss or be late for a lesson.

FINANCIAL CREDITS

Financial Credits will only be offered if the teacher cancels a lesson for any reason. Students and teachers are encouraged to makeup lessons rather than use credits.

INCLEMENT WEATHER

Meridian Music School may close if driving conditions become too treacherous. **In some instances, Meridian Music School will close if Carmel Clay Schools close.** When weather conditions are questionable, please call Meridian Music School before venturing out. Closing information will also be provided on www.wthr.com.

IF YOU CHOOSE TO LEAVE US

A **written two-week paid notice** is required when you decide to stop lessons. You may take the lessons covered by the notice, or you may pay for the two weeks and leave immediately.

Thank you for choosing Meridian Music School. We are pleased to be of service to you and look forward to a productive, enjoyable relationship. Please contact the Education Director at 805-0933 with questions concerning this policy.

Meridian Music School
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www.meridianmusicschool.com