

Modal Music Studio Policy Sheet

Lessons are done in 30-minute increments at the same scheduled time every week. Lessons are held in person at **90 Main St. Warrenton, VA 22623**. Virtual lessons available upon request. Lessons are private: one on one with an instructor. Group lessons are available upon request.

Billing: Tuition will be billed monthly, at a rate of **\$37.50/ half hour**. All students will be required to have a credit or debit card on file. Tuition will be **automatically charged at the beginning of each month** for the upcoming month's lessons.

If a card is declined or a payment cannot be processed, a new payment method must be provided **before the next scheduled lesson** to avoid interruption of lessons. If payment is not received within **7 days** of the billing date, lessons may be temporarily suspended until the balance is paid in full. Repeated late or declined payments may result in the loss of a reserved lesson time. There will be a **Late Fee of \$10** charged for tuition payments received after 7 days of the tuition due date.

There will be a **one-time registration fee of \$37.50** at sign-up. Monthly tuition will also be due at sign-up.

Students must give advance notice of their desire to cancel/end lessons (email, text, call) **before** the 1st day of the next month to avoid being charged. **No refunds will be issued for payments that have already been processed.**

Cancellation Policy: If a **teacher must cancel a lesson** for any reason, they are obligated to attempt to schedule a make-up lesson. If a makeup lesson cannot be scheduled, the lesson will be credited towards the next month's tuition.

If a **student must cancel a lesson** for any reason, a makeup lesson will be offered at the teacher's discretion. **Students must give notice by 11am the day of their lesson in order to qualify for a makeup.** Students who do not give required notice will forfeit that lesson.

Students are expected to arrive on time. Students arriving up to 15 minutes late may have the remainder of their scheduled lesson. However, the teacher reserves the right to not add missed time to the end of the lesson.

Modal Music Studio is closed on New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, and Christmas.

Students are responsible for their own instruments as well as any books, paper, folders, or general supplies related to their instrument (ex: Reeds, Rosin, Picks, Strings).