

Bella Music Studios – Studio Policy for both Private and Group Lessons

1. Payment is due the first week each month. Payment is a flat amount based on the amount of weeks in a month. Please check the calendar for the amount of weeks in the month before writing your check. Sometimes there are 5 weeks in the month. Please make your check payable to your individual instructor. Some instructors require payment at the end of the month for the new month.
2. There is a 15.00 Late fee for all late payments. Please have your payment in by the first week of the month, if you miss your first lesson you must get your payment in by the end of the week or it is considered late. Deductions cannot be made for sickness, vacation or any other reason. A make-up lesson will be scheduled on a different day. If you are repeatedly late you will be required to use your check card/credit card for monthly payments on a reoccurring basis.
3. There is a 30.00 registration fee due for all new students. If students terminate their lessons and return, they will pay a 30.00 registration fee upon start up of their lessons.
4. No refunds will be given. Students must complete the month's lessons or forfeit the balance of the tuition.
5. Make-up lessons will be given upon proper 24 hour notice of an absence. If you do not show up for your lesson or do not call before the 24 hour time frame before your next lesson you will not receive a make-up lesson, the lesson is forfeited.
6. Performance classes, showcases and Recitals all count as one lesson. If you have already given your notice that you will attend and perform and do not show up, that is considered a missed lesson and cannot be made up.
7. Lessons are scheduled on the half hour. Please be on time to your lesson. If you are late the instructor is under no obligation to give you that extra time.
8. Please wait in the waiting area for your instructor. Please walk at all times. Please keep voices quite so you do not disturb the lessons
9. Instructors and students of Bella Music Studios are required to follow the studio policy. Bella Music Studios reserves the right to refuse lessons to anyone who chooses not to follow the studio policy.

I understand and agree to follow the above policy for lessons at Bella Music Studios:

Date: _____

Student: _____

(Parent, if student is a minor)