



# 2022-2023 Studio and Pricing Policy

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## Enrolment Terms and Conditions:

The below are the policies by which students and teachers operate by. These policies are what keep lessons running smoothly and effectively and ensure all students receive equal attention.

## Pricing per person as at 1 July 2022, charged per term.

|  | Enrolled (weekly lessons charged by the term)                                       | Casual (ad hoc)                  |
|--|---|----------------------------------|
| Private (One student)                    | Weekly 30min lesson \$300<br>Weekly 45min lesson \$450<br>Weekly 60min lesson \$600 | \$70 per hour (or part thereof)  |
| Partner (Two students, rates per person) | 45min lesson \$300<br>60min lesson \$450  | \$140 per hour (or part thereof) |
| Preschool Group (min four students)      | 45min Lesson \$150  | \$20 per lesson                  |
| Group (other levels)                     | By Enquiry  | By Enquiry                       |

- There is an annual administration fee of \$20 to be paid in the first term a student commences and at the beginning of each subsequent year.
- Lessons undertaken out of school hours include tuition only and method book or sheet music purchase will be at an additional cost. These will be added to the term invoice inclusive of shipping costs.
- For lessons held at a school the above lesson fees include tuition and method books.
- Optional events such as eisteddfods, competitions, school holiday workshops, group sessions, and exams are not included in tuition fees.

## Schedule

- Lessons are scheduled at a mutually agreed time between teacher and student/student parent. If a student wishes to change their scheduled time during the year it may be arranged on a case by case basis. Changes are subject to availability and cannot be guaranteed.

## Missed lessons or cancellations

- If a student will be missing their lesson for any reason, they should notify via text, phone or email with as much notice as possible before scheduled start time. When notice is provided at least 24 hours prior and another time is available that week it will be offered.
- Alternate times are not guaranteed for cancelled lessons and makeup credits are not carried over into subsequent weeks.
- No shows will result in the lesson fee being charged and no makeup credit. In the event of 3 no shows in a calendar year, the student will be placed on notice and subject to termination if attendance does not improve.

- If for any reason lesson is cancelled by the teacher, a makeup time will be offered if available. If a suitable time isn't available, a credit of that lesson will be carried into the next invoice.
- Refunds for lessons cancelled by a student will only be offered in the event of extenuating circumstances at the teacher's discretion.

#### **Notice to discontinue lessons**

- Two weeks' notice or payment in lieu of notice should be given prior to discontinuing lessons. Refunds will be given for unused lessons when appropriate notice is given.

#### **Punctuality**

- If a student is late the time will be taken out of the lesson.
- In the event that the teacher is late all allotted time will be offered.

#### **Payments**

Accepted methods of payment include cash or bank transfer

- Invoices for the term are sent via email by week two of term. Payment is due within 30 days.
- Bank Transfer payments must have student name as the reference.
- Cash payments must be paid in advance.
- Lessons will not continue if payment is in arrears.