

Sounds Policies at a Glance

Attendance

- ⇒ Please give 24-hour notice for any cancellation (s).
- ⇒ A maximum of 3 make-up lessons per year are allowed for excused absences i.e. illness, family death etc.
- ⇒ Teacher cancellations will be made-up through arrangements between teacher and student.

Registration/Activity Fees

- ⇒ Once a year registration and activity fees are **non-refundable**. Please see payment schedule for details.
- ⇒ Payment is due in August unless a payment plan is chosen. See payment schedule for details.
- ⇒ Activity fees are for participation in: *recitals, performances, practice rewards, and, special events etc.*

Lesson Tuition

- ⇒ Tuition has been distributed into 12 equal monthly payments consisting of 35 weeks of instruction during the school year and 7 weeks of instruction during the summer months. There are a total of 11 weeks during the summer schedule, but 4 weeks must be taken off for vacations (2 for the teacher and 2 for the student). Monthly payments will remain constant regardless of the number of lessons in the month.
- ⇒ All holidays, studio closings and summer vacations have been deducted from the fees in advance.
- ⇒ Tuition is **due the last week of the month** for the upcoming month's lessons. **Payment** must be received by the due date, regardless of attendance.
- ⇒ Tuition payments are to be made out to the **instructor** unless otherwise noted.

Snow Policy

- ⇒ Please **sign up for weather alerts** to be sent to your phone by *text@sounds* to 704-751-1946 or *email: sounds@remind101.com*. If Westerville Public Schools close for the day, **morning lessons** are automatically cancelled.
- ⇒ The first snow day **will not** be rescheduled.
- ⇒ After 1:00 pm, opening or closing announcements will be sent out through the weather alert system and will be available on the answering machine.

Summer Schedule/Policy

- ⇒ Lessons continue through out the summer. Music lessons are a year-round commitment.
- ⇒ Full tuition is due during the summer months regardless of attendance.
- ⇒ Failure to comply will result in loss of lesson time for fall enrollment.
- ⇒ Tuition payment for June, July, and August has been calculated to distribute into 12 equal payments.

Discontinuation

- ⇒ **Termination of classes by the student** must be made in writing one month prior to discontinuance of classes.
- ⇒ Sounds reserves the **right to terminate** a student at any time for the following: *poor attendance, non-payment of fees, lack of interest, or disruptive behavior.*