

West Plains Musical Discovery Center
Janet Hubbard, Owner



Private Instrument Lesson Policy

[Note: This policy may be updated at any time. A current copy will be available on our website.]

PRACTICE is required!

Students should aim to practice 6-7 days per week while taking lessons. Repetition within the week is essential for progress. (Learning any instrument just isn't something that works by cramming or one long practice session during the week.) Having a regular practice time/routine works best. For younger students, finding a time that fits in the family schedule is important. You'll want to find designated practice time in your day and nudge that it be followed—much like you do with any homework from school. This is a key to success in music lessons!

PAYMENT

Tuition for the first months' lessons (or partial month) is due at the first lesson. All other tuition is due by the 5th of the month. If you are paying via check and using the studio drop box to pay tuition, tuition is due the 1st lesson of the month. (Summer tuition is due July 5th (for 1 to 4 lessons) and August 5th (for additional lessons – up to 8). See website for the current tuition rates. No refunds are given for missed lessons. (See Schedule, Cancellations & Make-Up Lessons in this policy.) Work directly w/Janet Hubbard for any questions on this: jhubbard@westplainsmusicaldiscovery.com or 509-230-8742 (text/phone).

FLAT RATE TUITION (monthly academic year – September until end of school year mid June)

September thru the end of the school year in June, tuition is charged monthly (i.e. tuition is a flat rate each month). Not all months' activities are the same. Some months will have 4 lessons, some months 5 (a bonus lesson!), some months will be 2 lessons, a studio class and a recital. The charge per month is the same for each month no matter which of these items are on the schedule. The exception is for new students starting mid-month. We do pro-rate new students based on their start date for the first month. There is no tuition discount if you do not perform at school events.

TUITION (Summer Session – pro-rated; 8 week session)

Summer session is 8 weeks. We meet the last week in June. (No lessons for the week of the 4th of July.) Then another consecutive 7 weeks. We pro-rate lessons for summer based on the information provided by our registration deadline (a week and a half prior to the beginning of summer session). NOTE that pro-rated summer lessons are not available for group lessons – group lessons remain the current monthly fee for groups. Occasionally teachers are not available for the full 8 weeks. We will notify you in advance if this is the case and let you know what weeks are available for sign-up.

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ACADEMIC YEAR CALENDAR / SUMMER CALENDAR / BREAK SCHEDULE

Our regular year begins after Cheney School District starts (typically after Labor Day) and ends mid-June (our last week matches the last full week in the Cheney School District calendar). Summer session starts the last week in June. In general, our studio follows the Cheney School District schedule for holidays (with the exception of Monday holidays). You can find our current break schedule on our website at:

<https://westplainsmusicaldiscovery.com/scheduling/>

LESSON TUITION COVERS

- weekly lesson
- printed handouts/exercises
- performance opportunities: recitals (generally two a year—December/June); ice cream social (August); studio group performance classes (these are an especially great way to get to know other students and learn to perform in an easy supportive environment)
- assistance with registering/scheduling/preparation for performances and adjudication (i.e. Spokane Music Teachers Association [Music Artistry Program, Music Literacy, Celebrate Music] Solo & Ensemble Contest, etc.

NOTE: Additional performance opportunities are not required. However, preparing material for performance is often one of the best ways to expand your musical ability—so we recommend and support performances.

NOT COVERED in Tuition: Printed music / books (see separate fee for piano students only below); fees for outside programs and festivals, accompanists for outside events (see below).

ACCOMPANYING FEE (1st 3 years of study)

Beginning strings (violin, viola, cello, double bass) and beginning voice all have a yearly **accompanying fee (\$40)**. This covers payment of the collaborative pianist for school offered performances during the year. Payment of the fee may be split between September and October each year (or at the time of registration if starting mid-year—split over two months). Students starting January thru April will pay (\$20) at the time of sign up and \$40 the following fall. If beginning in May thru August, the fee will be delayed until fall session.

ACCOMPANYING (advanced students; festivals)

For advanced students, they will need to hire an accompanist outside of the school. Anyone participating in solo/ensemble or MusicFest will need to hire an outside accompanist.

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MUSIC FEE (piano only; 1st 3 years of study K-12 & 1st year only beginning adult)

Beginning piano students pay a **yearly music fee of \$55**. Music will be provided (for you to take home and keep) for beginning students on piano. Piano music selections for beginning piano are often hard to decipher (which version do we really need!) and also hard to find. To make sure we have the right music for your student, we charge a flat fee and provide the beginning piano music for you.

OTHER FEES

Fees for participation in outside events such as Solo & Ensemble Contests, Royal Conservatory Music Exams, Music Artistry Program, Music Literacy Program and Celebrate Music are not covered in tuition. Scholarships for many of these programs are available through Spokane Music Teachers Association (SMTA). Some activities require that the teacher (or in this case school) submits the registration, in which case we will verify your participation and add it to your invoice. Other activities require that parents do the registration directly. Ask us for details on how each festival works.

RECITALS/STUDIO CLASS MEDIA POLICY

We have a release form for video/pictures. We use these on our website/Instagram/Facebook. Names are not included in our picture posting. (Occasionally, if someone wins an award, we will ask parent permission if we can recognize them by name and will then post a name if this is approved.) If you are not comfortable with pictures/video being taken, please let us know. If you prefer to only have your student pictures/video on our website and not social media, we can accommodate this as well and note it on our permission form.

GROUP LESSONS

If 2 or more students are interested in group lessons for strings and/or guitar, we can arrange a group time at a discounted rate (see <https://westplainsmusicaldiscovery.com/music-lessons/> for current group rate). Two students will meet for 45 minutes for the group lesson, 3-4 students will meet for an hour. If students drop out and we no longer have a viable group, we will keep the lesson time slot for a month afterwards at the group rate while we try to recruit another student interested in the group experience. If at the end of a month there is no one to sign up for the group, the lesson will convert to an ½ hour individual lesson at the current rate for that instructor.

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CHAMBER MUSIC

For students that are signed up for regular monthly lessons, we offer limited chamber music classes. Teacher recommendation is required. Chamber ensembles of 3 or more students meet once a month during the regular academic year (\$35 monthly charge). Duet groupings may meet more often and cost will be adjusted depending on the number of meetings. Sessions are led by one of our teachers and schedule is ironed out by participants in advance. Groups are expected to perform on the December and June recitals. Sign-up is for September thru December and/or February thru June.

SCHEDULE, CANCELLATIONS & MAKE-UP LESSONS

Your time slot is saved for you each week. Please attempt to make all lessons as scheduled. If you cannot make a lesson, we ask that you notify your teacher (preferably via text—grab a business card and add them to your contacts!). **We need notification a minimum of two hours prior to the lesson in order to reschedule for a make-up lesson. Notification later than this is not considered a cancellation and no make-up will be offered.** Each teacher has select make-up times during the week and filling those is on a first come, first serve basis. Work directly with your teacher to schedule a make-up. With larger studios, make-up days are typically set days only and you will be asked to select your time slot for a make-up on that specific day. If your schedule needs to change for regular lessons, please contact Janet Hubbard: jhubbard@westplainsmusicaldiscovery.com or 509-230-8742. We reserve the right to not reschedule lessons (especially if the rescheduling becomes a regular request). Again: make-up lessons are not guaranteed. Please help us in maintaining our studio schedule!

We reserve the right to substitute a teacher if a teacher is absent and or offer an alternative activity to make up for a teacher activity such as a make-up group class session.

Group class make-ups will be offered up to 3 times per year (typically before winter and spring recitals and immediately before spring break).