



296 Porter Way • Milton, WA 98354 • Phone: (865) 309-3385  
E-Mail: tyler.huggins@gmail.com Web: nwmusicservices.com

## STUDIO POLICIES

### FEES/TUITION

Northwest Music Services operates on a week-by-week lesson schedule. Rates are as follows:

**30-minute lesson - \$20**

**45-minute lesson - \$30**

**60-minute lesson - \$40**

Lessons are to be paid for each week either by cash, check, or credit via a PayPal invoice. Failure to pay for two consecutive weeks will result in a suspension of lessons until all balances are paid off.

A \$25.00 fee will be issued for all NSF checks.

### BOOKS/MATERIALS

Students are required to own a personal copy of all assigned books. In the event that a new book is required, the parent will be directed where to purchase the book or Northwest Music Services will purchase the book and receive reimbursement by the parent at the next lesson.

Students will need to bring an assignment notebook to all lessons to receive instructions from the teacher.

### LESSONS

Northwest Music Services runs on a 38-week schedule, with lessons beginning the Tuesday after Labor Day and ending the 1st week of June. Time off will be taken around the Christmas holidays.

Lessons will be conducted on a weekly, meeting at a regularly scheduled time agreed upon by the parent/student and the teacher.

### MISSED LESSONS

Each student receives a specific time allotted to them per week and is expected to show up during their scheduled time slot. Failure to do so will result in the forfeiture of the lesson with no refund.

### RESCHEDULING OF LESSONS

A minimum of twenty-four (24) hours notice must be given in the event of a need for rescheduling.

### MAKE-UP LESSONS

Since lessons are paid for on a weekly basis, no make-up lessons will be offered.

### PRACTICE TIME, PIANO, AND SUPPLIES

Parents are expected to help their child meet their daily practice requirements. It is the parent's responsibility to make sure that the child practices. The teacher will determine the required amount of practice time, and failure of the student to consistently meet their practice time will result in a review by the teacher, and a possible termination of lessons.

Keyboards are only acceptable for practice in the case of the beginner. Having a good, full-sized piano or digital piano with weighted keys is best.

Each student must bring a notebook for the teacher to write down weekly practice assignments.

### TERMINATION OF LESSONS

Parents are expected to notify the teacher if they wish to terminate lessons. Failure to show up for two consecutive lessons without communication will result in a review by the teacher and a possible termination of lessons.

### RECITALS

There will be two recitals given per year: one at Christmas, and one at the end of the school year, usually the first week of June. These are not mandatory, but participation is strongly encouraged.

### LESSON PROCEDURES

**For proprieties sake, students who are minors must have an adult who will stay with them during their lessons. STUDENTS MAY NOT BE DROPPED OFF FOR THEIR LESSONS.**

### DISCLAIMER

Northwest Music Services and Tyler Huggins are not liable in the case of accident or injury on their property. Individuals accessing the property of Northwest Music Services and Tyler Huggins are solely responsible for their own well-being.

# NORTHWEST MUSIC SERVICES STUDIO POLICY AGREEMENT

All parents who find these policies acceptable will sign and date this page and return it to Northwest Music Services before or at the first lesson.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please select your payment preference:    \_\_\_ Cash / Check    \_\_\_ Credit card via PayPal invoice

I agree to the above policies and wish to sign \_\_\_\_\_ up for the academic year starting the Tuesday after Labor Day, and ending the 1st week of June.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_