

Zara – V Studio Music and Performing Arts

POLICY

INDIVIDUAL LESSONS

For students who value the freedom to schedule each lesson according to their availability, our Individual Lessons option is perfect. With this, you pay at the time of scheduling, and each lesson is booked one at a time, depending on teacher availability. Please note this option does not guarantee a regular time slot.

Individual Lesson Rates (billed at the time of scheduling):

30 minutes: \$40.00

45 minutes: \$50.00

60 minutes: \$60.00

REGULAR WEEKLY LESSONS

For students who wish to reserve a dedicated spot on their teacher's weekly schedule, tuition will be billed monthly on the 1st of each month.

Regular Weekly Lesson Rates (billed monthly):

30 minutes: \$30/lesson (\$25/lesson for every additional 30-min weekly time slot)

45 minutes: \$40/lesson (\$35/lesson for an additional 45-min weekly time slot)

60 minutes: \$50/lesson (\$45/lesson for an additional 60-min weekly time slot)

PAYMENTS (For your convenience, there are several payment options)

1. Through **Zelle** online payment, use email for transaction **info@zaruivardanean.com**
2. Checks: please make **checks** payable to **Zara - V Studio** or pay in **cash**.

Remember, regular weekly lessons will be billed monthly on the first date of each month. Payments are due at the first lesson of each month. **A monthly payment plan has a \$10 late payment charge after the day of the 10th.**

ATTENDANCE

At The Zara – V Studio, we place a significant emphasis on regular attendance at lessons. We firmly believe that consistent participation is a key factor in a student's musical development. We eagerly anticipate a commitment from our students to attend every lesson they have scheduled.

Cancellations and Make-up Lessons. When it comes to cancellations and make-up lessons, we have a straightforward process. Students or households must provide 24 hours' notice to The Zara – V Studio when canceling a lesson. For regular weekly lessons payment plan students, we offer two make-up lessons within the semester. Please note that there are no makeup lessons for individual weekly lesson payment rates. Make-up lessons are subject to teacher availability and may be rescheduled for the Zoom platform if necessary. It's important to remember that no further make-up lessons will be scheduled if a student cancels their make-up lesson. To cancel a lesson, please contact info@zaruivardanean.com or call us at (847) 687-1524.

Late Cancellations. In the case of a cancellation with less than 24 hours' notice or a no-show, a make-up lesson will not be granted. However, lessons canceled due to illness or emergency can still be made up when notice is given by the day of the lesson and before the lesson time, and these special-case make-up lessons will not count toward the 2-make-up limit described above.

Tardiness or Showing Up Sick. Zara – V Studio observes standard teacher waiting policies. If a student is 15 minutes late, the teacher is automatically dismissed, and the lesson will be ineligible for a make-up lesson. Students running late should call the studio and notify Zara–V Studio. If a student arrives for a lesson contagiously ill, the teacher may choose not to teach the lesson and send the student home. No credit will be issued for the missed lesson in such a case.

Teacher Cancellations. We are committed to teaching weekly lessons to all registered students at their regularly scheduled times. In the case of a cancellation by the teacher because of illness or an unforeseen conflict, a substitute will be provided, or the teacher will make up the lesson.

WITHDRAWAL: If a student is considering discontinuing lessons, we encourage them to consult with the teacher to see if any issues can be resolved. Discontinue lessons any time before the next billing cycle (the 1st of the month). If you cancel your enrollment mid-month, no refund or credit is issued for unused or make-up lessons of return. Please note there are no refunds for withdrawals.

MATERIALS Additional materials are not included in the tuition. Students are expected to bring all necessary materials to their lessons. This includes assigned music, a lesson notebook, and a pencil. A few assigned books are available at the studio if the student forgets their materials to bring.

STUDIO PHONE The Studio phone number is (847) 687 1524. Please feel free to call or text between 9 AM and 9 PM if you have any cancellations, questions, or need to arrange a conference. The answering machine will take your message if I am teaching or out of the office.

PUBLIC HOLIDAYS There are no classes during public holidays.

Thanksgiving weekend, Nov 28 - 30, 2024

Winter Break Dec 23, 2024, to Jan 4, 2025

Memorial Day, May 26, 2025

Independence Day, July 4, 2025

Please note in advance if you have a religious holiday.

I sincerely hope you understand the necessity of establishing a STUDIO POLICY. If you have questions regarding this policy, don't hesitate to call. Welcome to Zara – V Studio Music and Performing Arts.

Sincerely yours,

Zarui Vardanean.