

Zara – V Music Studio POLICY

REGULAR WEEKLY LESSONS

For students who wish to reserve a dedicated spot on their teacher's weekly schedule, tuition will be billed at a monthly rate 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 additional 45-min weekly time slot)

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

Withdrawal. Discontinue lessons any time before the next billing cycle (the 1st of the month). Teachers cannot accept withdrawal notification.

You can enroll in a rewards program 30 minutes bonus lesson **"Bring New Student"**. The new student referred to by you should register at least for one-month package lessons to get your bonus lesson.

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 Music Studio** or pay in **cash**.

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

ATTENDANCE

Regular attendance at lessons is critical for a student's musical development. At The Music Room, we expect and look forward to a commitment from our students to attend every lesson that they have scheduled.

Cancellations and Make-up Lessons. Students/households must provide 24 hours' notice to The Zara – V Music Studio—not the instructor—when canceling a lesson. In the case of such cancellations, weekly students are granted 2 make-up lessons within the semester. (Students with individually scheduled lessons are also granted a make-up lesson when 24 hours' notice is given.) Make-up lessons are subject to teacher availability and may be rescheduled for the Zoom platform if necessary. NOTE: If a student cancels their make-up lesson, no further make-up lesson will be scheduled.

Late Cancellations. In the case of a cancellation with less than 24 hours' notice, or in the case of a no-show, a make-up lesson will not be granted. However, lessons canceled on account of 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.

To cancel a lesson, please contact info@zaruivardanean.com or call us at (847) 687-1524. If canceling your enrollment mid-month, there is no refund or credit issued for unused lessons or make-up lessons.

INDIVIDUAL LESSONS

For students who prefer the flexibility of scheduling each lesson individually, payment is due at the time the lesson is scheduled. Lesson bookings are one at a time, subject to teacher availability, and without the guarantee of 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

Zara-V Music Studio | 209 S Main Street Ste 200 Mount Prospect, IL 60056
(847) 687 1524 | info@zaruivardanean.com | www.zaruivardanean.com

Tardiness or Showing Up Sick. Zara – V Music 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 who are running late should call the studio and notify Zara – V Music Studio staff; we will communicate with the teacher so that they know whether or not to expect you. If a student arrives for a lesson contagiously ill, the teacher may choose not to teach the lesson and send the student home. In such a case no credit will be issued for the missed lesson.

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 Students should consult with the teacher if they are considering discontinuing lessons to make sure there are not areas that can be resolved. If the student still decides to discontinue lessons, one month's notice is required. The lessons remaining in that month will be finished out or held for 6 months as credit in case of return. There are no refunds for withdrawals.

MATERIALS Instruments and 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 to use if the student forgot their materials to bring.

STUDIO PHONE The Studio phone number is (847) 687 1524. Please feel free to call or text between the hours of 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.

Independence Day Jul 4, 2023

Thanksgiving weekend Nov 24 -27, 2023

Winter Break Dec 24, 2023, to New Year's Day Jan 3, 2024

Please note in advance if you have a religious holiday.

It is my sincerest hope that 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 Music Studio,

Sincerely yours,

Zarui Vardanean.