

Lesson Policies for 2018-19

The Cherry Hill Academy of Piano & Guitar (856) 662-6855



Flat Monthly Fee Auto-Pay: All lessons are billed automatically on the **2nd** day of each month through Visa, MasterCard, Discover or American Express at the rate of **\$128 per month, per instrument**. This system allows us to pay our teachers for every scheduled lesson and guarantees you the same lesson time every week. If you miss a lesson, the teacher still gets paid.

The benefit of the flat monthly fee is that one month out of every quarter, there is a 5th lesson that you receive at no charge. (Please see “**Free Lessons Explained**” in your welcome packet.)



Canceling a Lesson & Holidays: There are **no makeups** or credits for lessons that **you** miss. The **free extra lessons** just mentioned above cover either when a holiday lands on your specific lesson day or the days you cancel for **any reason**.

Make sure you mark your calendar on those days. School or personal activities such as ski trips, band trips, spring break, sports games, etc., **do not qualify** for makeup lessons.



Makeup Lessons: When a **teacher** cancels or there is **inclement weather**, a makeup lesson will be scheduled at increments of 10-15 minutes added onto the following two to three lessons after the missed lesson day. If there is a bad enough winter, it may take longer due to multiple student makeup's.



Contacting Your Teacher: If you need to cancel your lesson or contact your teacher for any reason, we prefer that you call them instead of texting. However, if you do text please be clear to avoid any miscommunications that may occur.

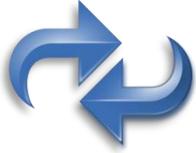
We understand things happen at the last minute to cancel a lesson, so there is no additional charge for cancelling the same day.



Lesson Books: Your teacher will provide the proper lesson books as the student progresses and they will inform you when they are picking up the next book. Please reimburse the teacher directly when purchased.



Recitals: Recitals are held once a year in June. You and your family members are invited, and as a way to say thank you for choosing the Cherry Hill Academy, there will never be a charge for attending!



Requesting A Different Teacher: From time to time students may need to change teachers. There are different reasons for this and we are always happy to meet this request if another teacher has the availability. If this situation should occur, we ask that you finish out the month with your current teacher while we start the process of finding you a new teacher.

If we are able to make the change in the middle of the month we will do so. As previously mentioned, you may be billed for an extra lesson if the change occurs in a month containing a **5th lesson**.

Billing Exception: If a teacher leaves the employment of The Cherry Hill Academy of Piano & Guitar and you decide to continue lessons with the new teacher, you may be billed for an extra lesson if the change occurs in a month containing a 5th lesson. This is done so both teachers can be paid for all the lessons they teach.



Discontinuing Lessons & Proper Cancellation Notice: We never ask students to enroll for more than a month at a time, and there are no long-term contracts to sign. However, if you should decide to discontinue lessons, (whether permanently or for summer break), you are required to contact the school in a timely manner and **finish out the current month**. All automatic billing will stop at the end of the month and after proper notice.

If you contact our main office at the beginning of the month but **after** your regular billing date, you will be required to finish the **remainder of the month**.

If you should decide to discontinue lessons in a month containing 5th lesson, pending that no makeup's are owed by the teacher, you will only receive **four** lessons for that last month.

If you receive a 5th lesson in any given month and then discontinue lessons in that same month, you will be billed for the extra lesson. If you decide to discontinue lessons for the summer, this also applies to the last month before the summer break.



Parent Availability: A teacher **cannot** enter your home without a parent or legal guardian present. There are no makeup lessons due to any missed lessons resulting from not being home, or the absence of an adult during a regularly scheduled lesson or valid makeup lesson. **Babysitters** are only permitted to substitute in the absence of a parent or legal guardian if 18 or older.

Note: A lesson cannot be given in a bedroom. A keyboard in a bedroom must be moved to a different location in the house for the lesson.



Keep Records... of times you take off, when your lesson lands on a holiday or when a valid makeup is completed. Remember, you have 4 extra lessons during the year as pre-emptive make up lessons.



Holidays Closed: Memorial Day · Independence Day · Labor Day
· Thanksgiving · Christmas · New Year's Day.