Jacqueline Rasmussen Piano Studio

Policy & Contract

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Studio Policies

Studio Calendar

Jacqueline Rasmussen Piano Studio's academic calendar generally aligns with the Pittsford Central School District calendar - please refer to this calendar along with studio advance announcements . However, alternative arrangements for additional/makeup lessons can be made during these holiday breaks. As other important dates or events arise, Jacqueline will notify you of these additions or changes promptly.

Weekly Lesson Duration Options & Current Pricing

- 30 minutes: available for all ages, recommended for younger students 3-7 years old
    - In-Home: $44/lesson
    - In-Studio: $40/lesson
- 45 minutes: available for all ages, recommended for students 8-12 years old
    - In-Home: $60/lesson
    - In-Studio: $56/lesson
- 1 hour: available to students 8 years and older, recommended for students 12 years and older
    - In-Home: $79/lesson
    - In-Studio: $75/lesson
- Trial Lesson: One complimentary trial lesson is offered to each prospective new student to assess student interests & goals, learning style, and teacher-student and studio-family compatibility.
- Note a $4 increase for in-home lessons to account for travel costs and time.

Lesson Fees and Payment Policies

- Tuition is due on a **monthly** basis
- **Tuition is due in full before the first lesson of each month.** Monthly fees will be calculated and adjusted according to the number of lessons each month. If a new student starts taking lessons mid-month, the adjusted remaining month's tuition will be due before the first lesson, and the normal monthly billing cycle and due date will resume at the start of the following month.
- If a lesson format is altered (for example, changed from in-studio to in-home) mid-month, thereby altering the lesson fees already paid, the amount due/owed will either be credited towards the next month of lessons or paid/reimbursed at the altered lesson.
- Accepted payment methods: Zelle, Venmo, check, cash

- Jacqueline seeks to make piano and musical studies accessible- please reach out with any questions or concerns you may have about fees and payment policies.

Attendance, Cancellation and Makeup Policies

- Any non-emergent or non-health related lesson cancellations must be communicated to Jacqueline **at least 24 hours in advance**. Requests made less than 24 hours in advance and no-shows are not eligible for makeup lessons, and the lesson will be forfeited without refund.
- If the student is ill, please communicate with Jacqueline as soon as possible before the lesson time or day to arrange for a makeup lesson. For everyone's health and students' ability to focus, enjoy and succeed during their lessons, do not come to lessons sick.
- Lessons will start at the planned lesson start time, even if a student or Jacqueline arrives early. If students are more than 15 minutes late to their lesson, the remainder of the lesson is forfeited without refund.

Information about Books, Studio Recitals & Additional Activities

- Lesson and repertoire book costs and purchases are your responsibility. In the case where I purchase a book on your behalf, you will be billed for full reimbursement.
- Performance is an essential part of piano and music education, and Jacqueline Rasmussen Piano Studio encourages and will assist in organizing opportunities for students to perform for their friends, family, and community. As opportunities for recitals, festivals, competitions and other performances arise, Jacqueline will notify and recommend these opportunities to you and your student(s). A small fee may be requested for those who wish to participate to host our recital at a local performance venue.
- Those wishing to participate in exams, competitions or other external activities are expected to pay for all related fees.

Teacher Expectations

My responsibilities as a teacher include:

- Remaining organized and punctual in preparation for and attendance in teaching each lesson. If I cancel a lesson for any reason, I will do so with at least 24 hours' notice excluding emergent or health-related reasons, in which I will provide notice as soon as possible and coordinate a makeup lesson. If I cancel a lesson without it being rescheduled, you will be reimbursed for the lesson or the lesson's fee will be credited toward the following month.

- Stay in consistent and regular communication with you as a parent/student, communicating expectations and assignments clearly for each week
- Answer any questions about assignments, learning, or policy that you or your student may have
- Supporting your student's learning with kindness and empathy, with an environment of mutual respect
- Help you or your student reach their goals and build effective and sustainable practice habits
- Foster the student's appreciation and love for playing the piano

Parent/Student Expectations

Your responsibilities as a parent of a student/as a student enrolled in Jacqueline Rasmussen Piano Studio include:

- Punctuality:
    - You and/or your student are expected to arrive/be prepared to start the lesson on time for each lesson.
    - Tuition fees are expected to be paid in full by each deadline.
    - Notify me as soon as possible per the attendance policy if you/your student cannot attend a lesson. I will schedule a make-up lesson with you at my discretion and availability. No reimbursement is available if you elect to not have a make-up lesson.
- Preparedness:
    - Ensure that you or your student brings all required lesson books and materials to each lesson.
    - Students are expected to practice regularly and meet each assignment to the best of their ability, using the practice methods discussed in lessons.
    - Students are also expected to keep their nails trimmed short, and bring an attitude of respect, kindness, and openness to learning to each lesson.
- Presence:
    - Parents are expected to support students in building consistent and effective practice routines, and assist their students as needed.
    - Communicate with me about any questions or concerns about your student, policies, or studio activities. You are welcome to reach out to me by phone or email during any day of the week, and you can expect a response within 24 hours during business hours Monday through Friday.
    - Encourage your student's progress and practice, and congratulate their accomplishments

Agreement

Weekly Lesson Duration: _____

Payment Plan Selection: _____

Parent: I, _____, have read Jacqueline Rasmussen Piano Studio's Studio Policies in full, and agree to adhere to all policies and expectations as a parent.

Student: I, _____, have read/understand Jacqueline Rasmussen Piano Studio's Studio Policies in full, and agree to adhere to all policies and expectations as a student.

Teacher: I, _____, have read Jacqueline Rasmussen Piano Studio's Studio Policies in full, and agree to adhere to all policies and expectations as a teacher.

Signatures:

Parent: _____

Student: _____

Teacher: _____