

**STUDIO LESSON POLICIES
ATTENDANCE AND TUITION**
for Students of Jon Spivack

Your progress and growth as a musician is important to both of us (Student and Teacher). The following policies are designed to insure your continued success as a guitarist (or on any instrument):

1. Please call the instructor for the current monthly lesson rates (Monthly Tuition). The Monthly Tuition is based on four one-half hour private lessons per month, and is due no later than the first lesson of the month (payable to Jon Spivack by check or cash only).
2. Each half-hour private lesson is on the same day and time each week. This is your regular standing appointment. I am a professional musician (performance and instruction), and I make my living as such. Therefore, it is important for me to keep each lesson time-slot filled on a consistent basis. Your Monthly Tuition not only pays for my knowledge, preparation and experience, but also for my time. Consistent attendance and practice are both important for your progress.
3. There will occasionally be a 5th week in a month (this occurs approximately once every 3 months). In recognition that students occasionally need to miss a lesson (i.e. due to illness, etc.), I will not charge for the 5th lesson in the month, and these 5th week lessons can serve as "make-up" lessons. However, other than the 5th week lessons, there are NO MAKE-UPS for missed lessons (unless I cannot make a lesson).
4. There are no lessons scheduled on obvious holidays (i.e. Thanksgiving, Christmas, etc.) Your teacher will notify you.
5. There are no Monthly Tuition refunds.
6. A MINIMUM OF 2 WEEKS notice is required if you decide not to continue your lessons. You will be charged for the two lessons regardless of attendance.
7. I will give you as much advance notice as possible if I cannot make a lesson. You will be given a make-up or a credit for the lesson. As a courtesy, please call or text me in advance if you are unable to attend your lesson. Please do NOT call the studio. Please call my cell phone: 916-346-8270. My e-mail address is tls60@comcast.net. You can also visit my website at www.FretStrumwell.com

I have read, understand, and agree to the above Studio Lesson Policies.

Date: _____

_____ Student Name (please print)	_____ Student Signature
_____ Parent/Guardian name (please print) <small>(needed if student is a minor)</small>	_____ Parent/Guardian Signature

Please provide the following student information. If the student is a minor, the information should be for the person responsible for getting the student to the lesson and for paying for the lessons.

Name: _____

Address: _____

Phone: _____
(Please provide the *best* number for reaching you or leaving a lesson-related message.)

E-mail: _____
(Please provide the *best* e-mail address for reaching you or leaving a lesson-related message.)