



Fresno School of Music

1085 E. Herndon Avenue #106 * Fresno, CA 93720 * 559-439-6609
www.fresnoschoolofmusic.com

2017-2018 School Policies

TUITION – Our annual tuition is conveniently divided into 11 equal payments with a half payment due for August. Tuition is the same each month regardless of the number of weeks or lessons in the month. Class tuition is due at the first lesson of each month. **NO CREDIT IS GIVEN FOR ABSENCES.** Books, materials, and recital fees are charged separately. **NOTE:** July tuition is due on or before June 15th. This allows the school to finalize the year's administrative records before the busy summer music class projects and the end of the music school year.

Group Piano - \$81.00

Private Guitar - \$88.00

Private Piano - \$101.00

Private Voice - \$108.00

LATE FEE – A \$15.00 late fee will be assessed if tuition payments are not received by the 15th of the month. No bills or late notices are sent. The Music School reserves the right to suspend students for nonpayment of tuition. (Arrangements for alternate payment dates can be made with the Music Director.)

PAYMENT METHODS – Tuition payments will be accepted via cash, check, or debit card. Visa and MasterCard payments will be accepted but will incur a \$3.00 processing fee. We do not accept Discover or American Express. **CASH PAYMENTS** need to be made directly to the payment lock box or the director.

ABSENCES – Consistent attendance is vital to you and/or your child's music study. Parents and students need to be prepared for this commitment.

ABSENCES FOR CLASS INSTRUCTION - Make-ups are not guaranteed. However, upon teacher approval, we will do our best to schedule you into another class **AT THE SAME LEVEL** if there is space. A phone call or text to the music school and/or the instructor keeps the teacher informed. A copy of the assignment will be provided to you by e-mail, phone or text.

ABSENCES FOR PRIVATE INSTRUCTION - When a student signs up for private lessons, he/she is paying for a specific time slot. Since this time slot is reserved for the student and no other students can be booked during this time, payment of the lesson is still due. In **EXTREME** emergencies such as last-minute illnesses, a make-up **MAY BE** feasible at the teacher's discretion and availability. **However, the teacher is not obligated to make up lessons for student absences, and only one (1) makeup lesson will be offered per semester.**

SUBSTITUTIONS - Fresno School of Music reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or unable to teach classes or private lessons. **If the teacher is ill and the school cannot arrange a substitute, any missed classes or lessons will be made up.** Please note that due to busy room schedules, make-up lessons will likely be scheduled on a different day than your regularly scheduled class.

WITHDRAWAL – A one-month written notice is required to discontinue any lessons from the Music School. Students withdrawing from the school must complete and sign a withdrawal notice provided by the school office. **NOTIFYING THE INSTRUCTOR AND/OR FAILURE TO ATTEND LESSONS DOES NOT CONSTITUTE WITHDRAWAL.** Students withdrawing from the school shall pay tuition to the end of the four-week notice period. A meeting with the teacher or director may be required.

PARENTAL RESPONSIBILITY TO BE AWARE OF DATES AND EVENTS - It is the responsibility of the parent or adult student to be aware of all school activities such as recitals and other dates the school is to be open or closed. The school will post all such notices on the bulletin boards at the school as well as sending notices home with students. Important dates will also be listed on our website and Facebook page. It is the parent's responsibility to check these boards and/or websites and check for any notices sent home.

RECITALS – The music school holds two major recitals during the year, one in the winter and then our grand showcase in July. Performing in front of others is a vital part of music study. Through performance, children learn stage presence, gain confidence in their skills, and discover just how much all that practicing pays off. There will be a \$25 recital fee charged for each of these events, the first one being due by December 1 and the second being due by June 15. In addition to our more formal recitals, students will have opportunities throughout the year to perform for other classes and parents. Group students will also benefit from impromptu performances given by some of our advanced students.

CALENDAR – Please note that the school will be CLOSED on the following dates:

Labor Day: Monday, September 4

Thanksgiving Break: Wednesday, November 22 – Saturday, November 25

Winter Break: Friday, December 22 – Thursday, January 4

President's Day: Monday, February 19

Spring Break: Monday, March 26 – Saturday, March 31

Memorial Day Weekend: Saturday, May 26 – Monday, May 28

Independence Day: Wednesday, July 4

OTHER IMPORTANT DATES – Please make note of these dates on your calendar:

Friday, December 1 - \$25 winter recital fee due

Friday, June 15 – July tuition and \$25 summer recital fee due

Final Thoughts – Due to some unfortunate past circumstances, we as teachers (and also other parents) respectfully ask that you keep ill children at home. We are a hands-on school, and while we keep the environment as clean as possible, multiple children will be touching the same keyboards, pianos, rhythm instruments and chalk/white boards and pens, often during the same class. *If your child is too sick to go to school, then they're too sick to attend lessons.* Please be aware that the teacher can use her discretion to dismiss a child from class due to illness. If you have any questions, please don't hesitate to contact the director.