



## Spicer's Music Monthly Lesson Policy

At Spicer's Music we are committed to giving you the *best* music education, taught by the *best* instructors, in the *best* environment possible!

In order to best provide quality music education, we have implemented the following procedures:

- Lesson Payments
  - Payments are run through Autopay on the **3rd** of each month. No need to remember when your payment is due!
  - Failure to show up for **2 lessons** in a row without a card on file or notice may result in the loss of a time slot.
  
- Lesson Absence
  - If notice of absence is given at least **24 hours** in advance, we will “bank” your lesson. Banked lessons can be used as a reschedule at any point that the student is active in our lesson program. There is no expiration date on a “banked” lesson for active students! If a notice is given less than 24 hours, your instructor can assign work through our TeacherZone lessons app, or you can send someone else in your place.
  - If your instructor is sick and unable to attend a lesson, a highly qualified substitute instructor will work with the student. If a substitute instructor is not available, your lesson will be “banked” to be used as a makeup lesson on a future date.
  - We charge a flat rate for our monthly lessons. Therefore, the 5<sup>th</sup> lesson in each month is offered free to our students.

Student Name(s) \_\_\_\_\_ Parent Name \_\_\_\_\_  
(If Applicable)

Signature \_\_\_\_\_ Date \_\_\_\_\_