



Phone: (501) 605-2840
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Address: 15 Sycamore St.
Cabot, AR 72023

Student name (print):

Parent/guardian name (if student is under 18) (print):

Policies

Tuition

- **Lesson length** _____
- **Tuition** _____
- **Additional expenses:**
 - In general, I will provide all materials necessary to conduct lessons, events, and group instruction. The student must secure all materials needed/desired for learning outside these settings. This includes, but is not limited to, an at-home instrument, its repair/maintenance, music books/methods, adequate technology for virtual meetings, and basic school supplies (pens, pencils, etc.)

Payments:

- **Payment methods:** Card, Check, Cash
- **Payment is due** the following:
 - By semester: due the later of 1/5 or one week from your trial lesson
 - By month:
 - First payment due the later of 1/5 or one week of your trial lesson (amount adjusted to suit the number of lessons)
 - Subsequent payments due the first Monday each month
- **Late fees:** assessed as follows:
 - 1-7 days late: \$15 fee
 - 8-14 days late: additional \$15 fee
 - 15+ days late: termination of services

Cancellation/refund policies

- **Individual cancellations (lessons/group lessons)**

- **Virtual lessons:** If it is possible to do so, the student may opt to take lessons virtually. Virtual lessons are meant to be the exception and not the rule, so students must communicate the need and reason to take each virtual lesson with at least 4 hours' notice.
- **Student absences:** Your tuition reserves a time slot in my schedule each week. As such, there are no refunds available for missed lessons. However, you may opt to take a lesson virtually following the procedures above.
- **Teacher absences:** The teacher will attempt to make up the lesson. First by offering it virtually, and then by offering a makeup. If both options have failed, any teacher absences in excess of one will be refunded at the end of the semester.
- **Weather-related:** if Cabot Public Schools choose to close for weather, Inspire Music Studios will switch to virtual lessons. No refunds will be offered for weather-related closures.
- **Excessive absence policy:** after the third consecutive and uncommunicated absence, students will be terminated from Inspire Music Studios. If, before the end of the semester, the student communicates their intent to withdrawal, there may be a limited refund available as outlined in the withdrawal policies. Students must communicate their intent to withdrawal to be eligible for a refund.

- **Individual cancellations (events)**

- The same policies as above apply here as well, except...
 - Studio gatherings, by nature, do not have a virtual option.
 - In cases of teacher sickness or weather closures, I will attempt to reschedule recitals and studio gatherings if it is reasonable to do so.

- **Withdrawal policies**

- For semesterly payees
 - Withdrawals made 2/1 or earlier will be refunded at 50% of tuition.
 - Withdrawals made between 2/2 and 3/2 will be refunded at 25% of tuition.
 - No refunds will be issued after 3/2.
- For monthly payees
 - You must pay any due/overdue payments. No future payments will be billed.
- Students must communicate their intent to withdrawal to be eligible for a refund. Refunds will be issued based on when the intent to withdraw was communicated, not based on the last lesson/event attended.

Miscellaneous policies

- **Right to revoke services:** I reserve the right to suspend or ban students from any services offered, or to ban students from the studio entirely.
 - Intention: At Inspire Music Studios, my desire is to create spaces that parents can confidently and comfortably send their kids to, while still extending grace to kids with more challenging backgrounds.
 - Cases where students may be suspended or banned include (but are not limited to)
 - Crude or suggestive comments or actions
 - Excessive or unapologetic profanity
 - Destruction of property
 - Bullying
 - Violent threats or actions
 - I do not offer refunds for suspensions or bans, nor do I discount my tuition based off a suspension or ban carried over to a future semester.
- **Promotions and refunds:** In case of withdrawals or other refundable scenarios by a student who claimed a promotion, the refund will be calculated based on the promotional tuition price and not the full price.

I have read and agree to all the policies above: _____ Date: _____