



# The Evesham Flute Studio

## 2021 STUDIO LESSON RATES AND POLICIES (Effective January 4, 2021)

### TUITION RATES

**Per-Lesson Rates (for students wishing to pay by the lesson, or who only want periodic coaching):**

- 30 minutes - \$35
- 45 minutes - \$52.50
- 60 minutes - \$70

### **Semester Rates:**

Students who are enrolled full-time during the school year and who are committed to attending lessons on a weekly basis will receive a tuition discount as noted below:

- **30 minutes - \$30 per lesson/\$360 for 12-week semester\***
- **45 minutes - \$40 per lesson/\$480 for 12-week semester\***
- **60 minutes - \$50 per lesson/\$600 for 12-week semester\***

**\*Note - some semesters may be longer than 12 weeks and will be invoiced accordingly.**

### TUITION POLICIES

1. Payment is due at the time of a lesson. For students enrolled in regular weekly lessons, tuition will be billed by the semester (Fall, Winter, and Spring). See the semester calendar for details on the number of lessons in each semester. You can make one payment at the beginning of the semester or pay in 3 or 4 installments at the first lesson of each month. Students wishing to pay by the lesson, or who only want periodic coaching, will be charged the higher rates as noted above.
2. Statements will be emailed via QuickBooks at least one week in advance of the semester.
3. Payment may be made via Quickbooks with a bank transfer, but cash or check is preferred. Checks should be made payable to *Evesham Flute Studio*. If you use online bill pay, please feel free to add the studio as a vendor. Credit cards may be accepted upon request but will incur an additional processing fee.
4. For those who wish to pay the semester tuition in monthly installments, it is best to pay by cash or check as any online payments after the first installment will incur a \$3.00 QuickBooks processing fee.
5. A late charge of \$5.00 may be assessed for payments not received by the second lesson of each month.
6. You may be invoiced separately for additional items as they occur, such as music or supplies obtained on behalf of the student, instrument repairs, or any competition or recital fees that may arise. These invoices are to be paid within 14 days of receipt. Alternately, these charges will be added to the next semester's invoice.
7. **Please Note: Semester tuition is a retainer that reserves your time slot in the teaching schedule.** Please read the following guidelines carefully:
  - **Students are expected to pay for the entire semester of lessons, regardless of any impending absences.** Refunds will not be given for missed lessons. However, make-up lessons may be scheduled providing at least 24 hours' notice is given for a cancellation, and there is availability in the studio schedule. Make-up lessons do not need to occur in the same week as the absence but need to be completed in the same semester. Dedicated make-up days will be included in the semester schedule.



## *The Evesham Flute Studio*

### TUITION POLICIES, CONT.

- **Last minute cancellations will not receive a make-up, refund or credit.** Also, if a make-up lesson has been scheduled and agreed upon and the student does not show up, no further make-up time will be granted.
- Lessons will be conducted during the regularly scheduled time. If a student arrives late, the remaining time allotted will constitute the complete lesson.

#### Other important notes:

- If you wish to discontinue lessons during the semester, please give two weeks' notice to the teacher.
- Tuition will be prorated for new students joining mid-semester.
- Credit will *always* be given should the teacher have to cancel a lesson for any reason.
- **Summer Lessons:** An 8 to 10-week summer schedule will be arranged prior to the end of the school year. During the summer session, students select the number of lessons they wish to take and pay only for those lessons. **This is the only exception to the above stated policy.**