

PRIVATE MUSIC INSTRUCTION
With Tavonna Miller
www.TavonnaMiller.com

Private Lesson Pay Policy Contract

Student _____ **Birthday** _____
Parent/Guardian (if applicable) _____
Address _____

Phone _____
E-mail _____

Thank you so much for signing up for lessons! I hope that you thoroughly enjoy your lessons! Please take a moment to read the payment policy below.

Tuition:

My approach to conducting private lessons is the same used in many performing arts studios, gyms, or colleges where lessons are paid for in bulk and there are no refunds for lessons missed. Tuition is based on four lessons per month. Monthly tuition totals and breakdowns are as follows: [as articulated upon contact]. Full payments must be sent prior to the start of lessons via Paypal and sent by check to [PO Box address]. When months have five weeks, which occur about every three months, we will have one week off. I'll let you know ahead of time which week during the month this will be. Lessons falling on or around major holidays (New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, & Christmas) will likely be skipped or if possible, rescheduled. When we agree to skip such weeks, the tuition for the month will be reduced accordingly. Adjustments such as these will be made at the time tuition is paid. When I take a vacation or go on tour, you are only responsible for paying the number of lessons we hold that month.

Cancellation

I do not adjust tuition or give credit for cancellations. Your tuition payment reserves my time for your lesson each week of the month similar to any weekly class at a performing arts studio, gym, or college. If you cancel a lesson, the amount due that month is the same. If you must cancel your upcoming lesson for any reason, please give as much notice as possible- preferably a week's time so that I may plan accordingly. However, if it is not possible to give a week's notice, please give as much notice as you can by email or phone. I will always do my best to accommodate to discuss with you the possibility of a make up lesson, however, make-up lessons depend on my available hours.

Lesson Discontinuation

I request four week's notice of plans to discontinue lessons. With this time, I can make a solid attempt to secure a new student to take your time slot for the following month. If the choice is last minute, you will be charged a fee equivalent to two lessons.

Supplies

Both in preparation for and during your study, I may require you to purchase music books and/or recordings of the music being practiced. I will discuss with you the need for new items in advance. Please purchase them in a timely manner. For vocal students, here are the items you will need to have for your first lesson: a prepared song that you can sing me to demonstrate your ability and 2 physical copies of the sheet music or an instrumental track for a piece that you'd like to work on. For piano students, here are the items you will need to have for your first lesson: a prepared piece that you can perform to demonstrate your ability & a physical copy of the piece that you would like to work on- preferably one of the pieces in a piano lesson book that we can work through. All students are welcome to use any recording software or device to record the lessons for further use during practice.

Practice

With any instrument, being able to progress in both performance and technique is largely dependent upon the muscle memory obtained in regular practice. In order for us to achieve this progress within the time of lessons purchased, practice needs to happen for about 15-30 minutes or more a day, 6 days a week. This practice must be deliberate and focused. I am committed to helping each student get to the next level in their musicianship and daily practice is the best way to maximize the coaching provided in weekly lessons.

Thank you for taking the time to read this agreement. Your cooperation is greatly appreciated and your feedback is always welcome. Please call or email me if you have any questions or concerns. I thoroughly enjoy sharing the gift of music with all my students and look forward to seeing each one of them achieve the next level of musicianship desired. This experience brings me much joy and fulfillment!

Student or Parent/Guardian

Date