

**Sarah Eldred**  
**Information & Policies for**  
**Private Piano and Voice Lessons**

**Sound Check School of Music**

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**LESSON PROCEDURES, LESSON COST AND TEACHING CALENDAR:**

**2024 Rates:** 30 minute lessons = \$25.00 per lesson (paid by the month & due on the 1st of the month)

**LESSON PROCEDURES:**

Lessons are held in my studio (Suite 23 of the building). This is a locked building with a security code that I cannot share with others. When you arrive, you will text me (937-974-7887) to let me know that you have arrived. I will come down to get your child at their scheduled lesson time. Parking is in the back and side of the building. The door they should enter through is on the left side of the building when you are parked in the back lot.

Students should come practiced and prepared with their materials to each lesson. Students will attend lessons by themselves - **no parents, family or friends are allowed in the room during lesson times**. No more than 2 people per student may wait in the waiting room outside of the studio.

**LESSON COST AND TEACHING CALENDAR:**

**Payment is due on the 1st day of each month.** Lessons will not be taught if payment is not received on time. Payment can be made with cash, check (made out to Sarah Eldred), Apple Pay or Zelle (to my phone number), or Venmo (@Sarah-Eldred-23).

**Tuition is paid by the month, not by the lesson! Please follow the amounts listed beside each month on the calendar.**

**\*\*If payment is not received by the 1st of the month, your lesson spot will be considered open and therefore available to any of my new or existing students.** Absence is not an excuse for late payment. Please make arrangements to pay at the last lesson of the previous month if paying by cash or check. You may also make payments via ApplePay or Venmo.

### **MISSED LESSONS:**

**The full monthly tuition is still due if the student misses a scheduled lesson.**

Please contact me as soon as possible if your child has to miss a scheduled lesson. If a student needs to miss a scheduled lesson due to illness, vacation, school event, etc. you must still pay for that lesson. By paying for that lesson, you are “holding” your permanent lesson time. Without that payment, your time will be available to other students.

**I am not obligated to make up lessons that a student misses**, but I will try to reschedule those lessons with you. If a make-up time cannot be agreed upon, then the lesson is lost. **I will not make-up missed lessons or rescheduled lessons unless I am notified before the missed lesson occurs.**

### **SUMMER LESSONS/EXTENDED ABSENCES:**

I do teach lessons during the summer months. If you choose to take any months off during the year, I cannot hold your lesson spot unless those months are paid for in full. You are also responsible for paying the set monthly fee that the rest of the studio pays if you choose to take any months off during the year. I cannot set special fees based on how many months/lessons you will be there. **If you decide to take the summer months/time off at any point, you will be required to pay the current studio rates when you return. See current rates above.**