



TUNED IN, NOT SCALED DOWN

The Oil Region's Premier Music Instruction School

Sean Carey Music LLC
206 Seneca St
Oil City Pa 16301

Studio Policy

This Studio Policy is a contract between the Studio and the student.

This will be given to all students and must be signed with a signature and date to be valid.

- Lessons** Lessons will cover a variety of musical skills, including reading music, theory and notation, chord building, major and minor scales, and aural training. Students will learn to play notes and chords starting with simple melodies and move on to more complicated pieces as they develop their musical skills. Students will be encouraged to listen to recordings given to them by the instructor, and learn about digital technologies in music. Students will also learn about their instrument and how to properly care for it.
- Practice** Each student agrees to practice their instrument each week. A journal should be kept for this purpose, because it aids in forming good practice habits, and is also used to help evaluate the student's progress. Students will have their lesson materials ready at the lesson time.
- Materials** Students are expected to have access to an instrument they can practice every week, and to purchase the instruction book that will be used in the lessons. Arrangements can be made with the instructor to purchase other supplies.
- Tuition** The current Tuition rate is \$78 per month per student. (Tuition for Sessions Band students is \$93 per month.) Registration fee is \$15. The student's Tuition is due on the first lesson of each month. Tuition may be paid using automated credit card payments. Post-dated checks will never be accepted. A \$40 bounced check fee will be charged for bad checks. Late payments incur a \$15 fee if not paid within 5 days. Checks should be made out to Sean Carey Music LLC. Partial payments are not accepted. There are no refunds or credits for no-call/no-show lessons, cancellations made less than 24 hours in advance, and Studio Holidays.
- Cancellations** Cancellation in this policy means cancelling a specific lesson. In order to ensure that lesson time is well spent, there is a strict 24 hour advance notice policy in the event of a student cancellation. Should the student miss a lesson, it is the student's responsibility to access online make-up content for the lesson if it is cancelled at least 24 hours prior to the lesson time. All other cancellations or absences will be forfeited. Failure to communicate a cancellation results in a forfeited lesson. Forfeited lessons will not be refunded. If the instructor cancels a lesson, it will be rescheduled for a date and time agreed upon by the student and instructor. This make-up lesson will stand in place of a refund for the lesson.

Lesson Schedule Each student will receive one thirty-minute lesson time that will recur on a prearranged day and time. Adjustments to this schedule can be made by contacting the instructor and are subject to lesson time availability. Lessons will continue during some holidays as normally scheduled, except when arranged otherwise in advance. No lessons will be given on Studio Holidays.

Conditions Students will receive lessons as stated in this Studio Policy as long as Tuition payment for lessons has been made and the Studio Policy is upheld. Students agree by signing this Studio Policy that no dispute concerning the policy can be made thereafter. This Studio Policy is subject to change at any time. Students will be informed of any changes to this Studio Policy before they take effect. Parents/Guardians of students under 18 years of age are responsible for upholding the policy for their child, and must be present and within viewing distance of the child during the lesson. Infractions may result in dismissal.

Termination Termination means discontinuing lessons completely. Lessons may be terminated at any time by providing the instructor with a written notice by email no less than two weeks in advance of termination. Any lessons that have been previously paid for will be honored, as there will be no refund for lessons upon termination. Please note that Tuition will still be due if 1) lessons are terminated less than two weeks prior to Tuition due date, 2) lessons are terminated on Tuition due date, or 3) there is a balance owed to the Studio.

Contact Information To contact the Studio by phone, call the studio at 814-499-2250. To contact the Studio via email, visit www.seancareymusic.net/contact or send an email directly to sean@seancareymusic.net.

I AGREE TO THE TERMS OF THIS STUDIO POLICY.

Printed name _____

Student Signature _____	Date _____
Parent/Guardian Signature (if student is under 18 years old) _____	Date _____

Yes! I allow photos and videos to be taken for Studio use. No, thank you.

Signature for Sean Carey Music LLC _____	Date _____
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