

Trey Brown, PhD
Piano Studio
Policies and Procedures

Congratulations on deciding to invest in piano lessons! Strengthening your musical abilities or providing this for your children will provide your family with creative, emotional, and mental benefits for many years to come. To make lessons fair and enjoyable for everyone, I adhere to the policies and procedures outlined in this contract. Your signature at the end of a paper copy of this document is required to confirm that you understand these policies and are willing to follow them to the best of your ability.

Beginning Students

Private piano lessons are an excellent way to lay a strong musical foundation, become proficient at basic music reading, progress to intermediate and advanced piano study, or simply enjoy trying something new!

Beginner Lesson Length: 30 minutes, weekly
Beginner Monthly Tuition: \$200.00 per month
Beginner Lessons Include:

Exercises in basic technique – study of short repertoire pieces - music reading
rhythm development – ear training - general musicianship

Intermediate Students

Students who have studied piano for a few years and have a solid foundation are ready to pursue intermediate lessons. These lessons are designed to teach more nuanced playing techniques, introduce more complex repertoire pieces, and enhance performance abilities.

Intermediate Lesson Length: 45 minutes, weekly
Intermediate Lesson Tuition: \$300.00 per month
Intermediate Lessons Include:

standard and individualized technique exercises – longer, more complex repertoire pieces
sightreading development – skills in accompanying, improvisation, and more!

Advanced/Professional Students

At this time, I am focusing my efforts on students at the beginning and intermediate stages of their time with the piano. If you are looking for advanced or professional instruction and have not been successful, I may be able to provide recommendations at no charge.

Tuition Payment

Tuition is due at the first lesson of each month. A late fee will be assessed after the tenth (10th) of the month in the amount of twenty dollars (\$20).
Payment can be made via any of the following methods:

Cash (on the first lesson)

PayPal: @renemone

Why can't I pay-per-lesson? Why tuition?

When you schedule a lesson time, I work behind the scenes to make sure our time together is productive and enjoyable. This means I work outside the lesson to select appropriate books/repertoire, assign technique that is suitable to your level, and research events and performance opportunities for you (if you wish). By paying tuition instead of “per lesson,” I can reserve time outside our lesson to make sure you receive the best music education possible.

Practicing

Practicing your instrument regularly is one of the most foundational commitments to make in order to see progress. Failure to practice WILL result in your inability to progress toward your musical goals. **Therefore, by enrolling in lessons, you agree to practice regularly and incorporate the practice strategies we discuss in lessons.** Repeated failure to practice may result in the lessons being terminated. Below are loose guidelines for practice:

- Beginner: 20 – 45 minutes per day, 5 days per week
- Intermediate: 30 – 60 minutes per day, 5 – 7 days per week
- Advanced/Professional: 1 – 3+ hours per day, 5 – 7 days per week

Specific practice goals will be communicated in lessons once your musical goals have been established.

Attendance Policies

Below are my policies on cancellations, late arrivals, “no-shows,” and make-ups.

- If you need to **CANCEL** your lesson for any reason, please communicate with me at least 24 hours in advance of your lesson time.
- If you are going to be **LATE** for your lesson, please email or text me. I will wait for you up to the half-way point of your lesson time, after which I will cancel the lesson. Because my lessons are often scheduled back-to-back, I cannot extend lessons for tardiness.
- I will **MAKE UP** (or “reschedule”) up to 3 lessons in a semester/summer. You may request to reschedule a missed lesson when you notify me of a cancellation.
- Failure to show up to a lesson (including a scheduled make up lesson) is considered a “no-show.” **NO-SHOWS** are an automatic cancellation without a make-up lesson. Repeated no-shows will result in lesson termination by the teacher.
- If I miss a lesson, I will contact you ahead of time. You will receive a make-up that does not count toward your three for the semester/term.

Termination of Lessons

Termination of lessons means that you wish to discontinue regular lessons for the foreseeable future.

If the student wishes to discontinue lessons, a thirty-day (30) notice must be given via email. You may continue working with me for the next 30 days of lessons, but if not, no refunds will be provided.

The teacher reserves the right to terminate a student's place in the studio with ample notice to the student. Examples of teacher-initiated lesson termination include frequent behavioral problems, refusal to follow teacher instruction, frequent lack of preparation for lessons, or repeated "no-shows." This is only done in extreme circumstances when an alternative solution cannot be determined.

Instruments and Technology

It is important for students have a practice instrument that they can regularly access. The instrument must meet the following specifications:

- The piano or keyboard must be full-sized (88 weighted keys)
- The piano or keyboard must have a working pedal
- The student must be able to practice in a quiet and distraction-free environment
- Acoustic instruments must be regularly maintained and free from severe mechanical errors

Location of Lessons

Lessons are provided either in the student's home or in my studio in East Dallas. Whichever choice is made, fees will remain the same.

Contact Information

Below is my complete contact information. For studio business, I prefer email. For emergencies or if you are going to be late for lessons, please send a text message.

Cell Phone: 806-317-8765 (Call or Text allowed)

E-mail:

Please only call and text between the hours of 8:00am and 9:00pm.

Acknowledgement and Acceptance

Student's Name: _____

Parent or Guardian: _____
(For students under 18)

I have understood the policies and procedures outlined in this document and understand that this document is legally binding. I accept the terms and agree to abide by the policies and procedures outlined in this document.

Printed Name: _____
(Parent/Guardian for students under 18)

Signature: _____ Date: _____
(Parent/Guardian for students under 18)