

# Leopoldiano

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## *Policy for Study*

### *Lesson Requirements*

Each student is given a regular weekly lesson time and is expected to maintain that time.

### *Payment for Lessons*

Lessons are payable monthly at a rate of \$22.00 per half-hour lesson. Payment is due the first lesson of each month. You will be notified in advance if there are no lessons on certain dates (due to holidays, etc.).

### *Missed Lessons*

There are no deductions or refunds for missed lessons. For illness, lessons will be credited to the following month when notice is given by 12:00PM, the day of the lesson.

Other lessons may be rescheduled at the teacher's discretion. In most instances, at least one-week notice should be given.

If it is necessary for the instructor to cancel a lesson, it will be credited to the following month.

### *Snow Days*

In the event of adverse weather conditions, the instructor will contact the student to cancel the lesson. It will be credited to the following month.

### *Summer Study*

Deductions from the monthly fee may be made for summer vacations with proper notice.

### *Purchasing Music*

The instructor will purchase the necessary music and materials for study. An invoice will accompany these materials and payment should be included with the fee for the following month.

### *Discontinuing Lessons*

If the student decides to discontinue, the instructor should be given one-month notice.