

**Ashley Yvonne Wheat and  
Vigthor Zophoniasson:  
Music Studio**

A Private, In-home  
Studio in Lenexa

**Policies & Contract**

**Tuition**

The cost of lessons is based on a trimester schedule that is pro-rated dependent upon the start of lessons during the trimester session. Therefore, a student who takes hour-long lessons will owe \$60 multiplied by the number of lessons within that session (dependent upon the day of week selected), divided into monthly payments.

The Studio shapes its calendar year around the Shawnee Mission School District calendar. The trimester schedule is as follows (the actual number of weeks depends on day of week lessons are scheduled):

- First school day of the new year through the last day of school year (one week of vacation is built-in to account for spring break)
- Summer: End of school through the start of school (one week of vacation is built-in)
- Start of school through the start of winter break (W,Th,F of Thanksgiving week is off)

If the student/family would like to pay for the entire trimester in one lump sum, the student receives one free lesson for that trimester.

**Current rates of tuition are based on the following:**

30 minutes: \$35

60 minutes: \$60

Tuition is due the first lesson of the month. Payment may be made with cash, check or of credit card. Checks should be made out to the first name of your teacher. For more information on how to pay using PayPal or Square, please speak with the individual instructor.

**Failure to pay for lessons within the first ten days of the month will result in a 10% late fee assessed weekly until full payment is remitted.**

If extra lessons are requested prior to an audition or contest, those extra lessons will be charged per lesson and will not figure into the monthly tuition but the same rules regarding attendance apply if these lessons are missed.

**Studio Participation**

As members of the studio, commitment to your lessons and therefore attendance is expected weekly. If the student goes on hiatus from the studio he/she will forfeit their place in the studio and the teacher cannot guarantee their spot if they wish to return. Also, if there is an increase in lesson costs during your hiatus, your rate will increase will be set at the new rate upon your return.

You get out of your lessons what you put into them. If you only practice the techniques your teacher provides in the hour or half-hour you meet each week, you will not see significant progress in your development. You must at all times of vocal production or play, practice these skills (choir, band, rehearsal, etc.) and you must practice at home. Practicing *at least* half an hour a day is the best way to ensure progress. We also stress that you *be purposeful* in your approach to practice at home. If you are distracted or simply going through the motions while practicing you will miss the signals

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your voice/fingers and body are sending you and fail to notice how you personally must approach your instrument. This is paramount! You must be vigilant about being present in practice and lessons.

Parents, it is also important that you stay involved in your child's course of study. While you may not fully grasp the goals your child is attempting to achieve, you must help them to remember the above. Practicing should be fun, so give your child privacy and space to practice without a sibling yelling for them to "be quiet," etc., or offering your own advice/expertise no matter how tempting. This is sacred time for the student and those boundaries should be respected.

**For voice students:** If you do not have a piano or keyboard at home, please purchase one as soon as possible as your student needs a keyboard for vocalizing (your teacher can recommend an appropriate instrument).

**For piano and voice students:** If you have an old piano that has been neglected and not therefore tuned in several years, you need to tune your instrument as well. Pianos that have been neglected for years or those which have been recently moved will usually require regular maintenance/tuning every few months for a year or two in order to allow the instrument to properly settle into its new normal, if that can still be achieved. Pianos are also quite vulnerable to drastic changes in temperature/humidity. If you go on vacation and let the heat in your house rise/drop significantly, do not be surprised if you come back to an instrument that needs tuning. It is in your best interest (\$\$\$) and the best interest of your student, to maintain your piano regularly.

**For guitar and voice students:** We recommend a music stand so that your student can maintain appropriate posture while practicing/reading their music.

**For guitar students:** Please note that your guitar should be kept at room temperature particularly when not kept in the case. Leaving your guitar in the car while running errands on a hot or cold day OR forgetting to take it out of the car after lessons can lead to warping that will eventually make the instrument incapable of maintaining tuning even for a short period of time. Likewise, if you hang your instrument on the wall it must be hung on an interior wall. Instruments hung on exterior-facing walls can lead to tuning issues as well, because these walls tend to have a larger temperature variance. Please also do not bring your guitar to lessons without a case. Weather is unpredictable and your instrument should be protected from the rain.

**For ALL students:** Please take care of your instrument and treat it as you would a child; keep it warm and comfortable wherever it lives.

### **Students Studying Multiple Disciplines**

Students studying more than one discipline must pay for each discipline separately. This means that if a student takes a half hour of voice and a half hour of piano back to back, the cost of lessons will be \$35/for each half hour, not \$60 for the total length of time.

### **Student-Missed Lesson**

As much as it can be known, please provide your teacher with *at least 24 hours advance notice* of a cancellation. We request that you please make every effort to get in touch with us, particularly in the event of a last-minute cancellation. We often will come home in between rehearsals just to teach,

and/or we may have made babysitting arrangements. Your adherence to this policy is greatly appreciated.

We understand that life happens and that people get sick, but this is your professional hour or half-hour that you have booked and that you must make a priority to attend. *Lessons cancelled with less than twenty-four hours notice are charged to the student without the possibility of making it up.*

Repeated absences without notice/no-shows may result in dismissal from the studio.

### **Teacher-Missed Lessons**

If the teacher is out of town or would otherwise have to cancel due to a performance commitment, all lessons will be observed at their regular lesson time but taught by the instructor that is home/available (except in the case of guitar lessons as Ashley does not play the guitar).

If neither teacher is available, a makeup lesson will be rescheduled at the convenience of both the student and the teacher. The teacher will make time for the student within one month of the teacher-cancelled lesson.

### **Makeup Lessons**

You may reschedule lessons provided your teacher received at least 24 hours advance notice. Except in the instance that your teacher must cancel, it is your responsibility to reschedule the makeup lesson.

### **Force Majeure**

The student and teacher are not to attend lessons prevented by reason of Force Majeure. Without limiting the foregoing, Force Majeure includes dangerous weather, fire, flood, or other similar occurrences beyond the control of the student or teacher. If the Shawnee Mission SD is closed, the studio will likewise be closed. Lessons cancelled by reason of Force Majeure fall under the teacher-missed-lesson one-month rescheduling policy.

### **Tardiness**

When students schedule a lesson time, the student is paying for *that* professional hour or half hour—not minutes into the next scheduled lesson. It is the student's responsibility to plan for traffic, or any other conditions that would cause him/her to be late. Please be on time out of respect for your teacher and other students. Your teacher will provide you the same respect. If your teacher is late, the time will be made up that day or the following lesson.

### **Pick Up**

**Parents, you must be on time to pick up your child.** When you are not on time to pick up your child they become our responsibility. Our schedules are such that we often need to leave for rehearsal immediately following the close of a lesson. **If you are not on time and we are going to be late for rehearsal because you are not on time, your child will be coming to rehearsal with us.** We hope you can understand that we would not drive this line so hard if our professional reputations and jobs outside of the studio did not require it.

### **Student Referrals**

If a current student recommends another student to the studio and the referred student continues for one trimester, the veteran member that referred them will receive the lesser of: four free consecutive lessons or a tuition credit for the amount the referred student pays per month in tuition (these lessons are not transferrable). There is no limit to the number of free lessons/credits a veteran member may receive due to referrals. There are no makeups for reward lessons.

Students that are referred but attend Blue Valley Northwest High School will not, unfortunately, be considered a valid referral due to Vigthor and Ashley's regular presence within this institution. All other referral rewards will be granted studio vacancy permitting.

### **Gum/Cough Drops**

Please do not dispense of gum and/or cough drops on or around the grounds of the studio but instead in a trash receptacle. While this may sound silly, please make sure your child knows to use our trash; this has been a problem and it could be your kid. In addition, voice students should not ever use menthol cough drops. Menthol numbs your throat therefore providing you a false sense of security. If you are experiencing vocal discomfort, use Ricola or other natural/herbal remedies. Throat Coat Tea by Traditional Medicinals is a recommended soother, or any product containing slippery elm.

### **Rate Increases**

Starting rates for new students may increase, but those rate increases will not affect veteran members of the studio unless that student goes on hiatus. If the studio does elect to raise studio rates for all existing members significant notice of at least 180 days will be provided to the entire studio.

### **Cancellation of this Contract**

If the student wishes to discontinue lessons, then notice must be given to the teacher per the Student-Missed Lesson - 24 Hour Cancellation Policy. No refunds will be made with the exception of cancelling this contract because of severe illness or financial hardship (family loss of primary source of income, etc.).

### **Social Media**

If your teacher has a professional page on FB, please "Like" it. Teachers will not friend or follow their students personal social media accounts.

## Signature Page

Please sign and return *this page only* to your teacher. Keep the contract for your records.

***I, the student, have read the Music Studio Policies, and will conduct business in accordance to this contract.***

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***I, the parent/guardian, have read the Music Studio Policies, and will conduct business in accordance to this contract.***

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_