

POLICIES & GUIDELINES



CALENDAR

1. The year is composed of trimesters, plus a break in July. See studio calendar for details.
 - Fall Trimester
 - Winter Trimester
 - Spring Trimester
 - Summer Break
2. All major holidays (*and a few minor*) are reserved as non-instruction days.
3. Instruction days include:
 - Private lessons
 - Special classes such as Honors Piano and Adult Piano
 - Community service opportunities
 - Performance Workshops (*previously called Master Classes*)
 - Recitals
 - C.M.E.A. Music Festival

TUITION & FEES

1. The cost of each trimester is a flat rate based on lesson location and length.
2. Tuition may be paid by the year, trimester, or with interest-free monthly installments.
3. Yearly payments receive a \$25 savings per student per year.

Tuition for lessons taught at the teacher's home

30 minute lesson \$450 per trimester

45 minute lesson \$675 per trimester

Tuition for lessons taught at the student's home (Visalia)

30 minute lesson \$540 per trimester

45 minute lesson \$810 per trimester

Monthly Installments for Winter/Spring 2019-2020

30 minute lesson at teacher's home 9 monthly installments of \$100

30 minute lesson at student's home 9 monthly installments of \$120

45 minute lesson at teacher's home 9 monthly installments of \$150

45 minute lesson at student's home 9 monthly installments of \$180

4. Late payment fee is \$10.
5. Returned check fee is \$25.
6. There is a nominal registration fee per family for Performance Workshops.
7. Music books are not included in the tuition.

DUE DATES & PAYMENT DETAILS

1. If paying tuition:
 - Per Year Due August 1
 - Per Trimester
 - Fall Trimester Due August 1
 - Winter Trimester Due November 1
 - Spring Trimester Due March 1
 - Per month Due the first day of each month

DUE DATES & PAYMENT OPTIONS (CONTINUED)

2. Tuition received after the fifth will incur a \$10 late fee which should be included with the payment. NOTE: If your tuition will arrive late, please contact René Hamilton. She reserves the right to waive fees or adjust due dates, and is accommodating when possible.
3. Please make checks or money orders payable to Hamilton Piano Studio or HPS.
4. To pay with a credit or debit card, please visit www.HamiltonPianoStudio.com and click "Make a Payment".
5. Many families find it convenient to set up an automatic payment through their banking institution.

ATTENDANCE

1. Music lessons are similar to college classes in that your tuition reserves a weekly appointment in your teacher's schedule for your personal use.
2. Sometimes unexpected circumstances arise in the life of the student or teacher, which result in the need for a lesson to be cancelled. When this happens, there are two make-up lessons that have been reserved for the student at the end of each trimester. These make-up lessons are scheduled on the same day and at the same time as the regular weekly appointment.
3. Students may attend the end of trimester make-up lessons even if all other instruction days have been attended. However, due the complexity of scheduling private lessons, no more than 2 make-up lessons will be offered per trimester.
4. Tuition is not refunded or credited for classes that are not attended.
5. Please do not attend a lesson if the student has a fever or communicable illness. We kindly ask that students abide by the "24 hours fever free" rule.
6. If another member of the family has been ill, please contact your teacher so that he or she may make an informed decision.

TARDIES

Please contact your teacher if you find that you are going to be more than 10 minutes late. If no contact is made and a student has not arrived within 10 minutes of the scheduled lesson time, the teacher will assume that the student is absent, and will move on to other activities. Picking a student up late or dropping off early can disrupt other lessons. Please consider this as you are planning your commute.

TERMINATION OF SERVICES

1. Hamilton Piano Studio reserves the right to terminate service to any person(s) at any time.
2. If a parent/student decides to stop lessons, it is customary to give a 30 day notice. Tuition will be requested for that time.

SPECIAL EVENTS

PERFORMANCE WORKSHOP (*previously called Master Class*)

This exciting yet practical workshop has been specifically designed to teach kids performance technique, how to overcome performance anxiety, and classical concert etiquette. Each workshop is thoughtfully structured as a low-anxiety teaching environment; thus *only teachers and students may attend. Parents are welcome to observe from the lobby.*

1. Participation in Performance Workshops is encouraged but not required.
2. There is a registration fee for the Performance Workshop to help offset the cost of the venue, student snacks, teaching materials, and other event expenses.
3. Attendance of an entire Workshop is a prerequisite for performing in the Recital.
4. For students who participate, there are no regularly scheduled lessons the week of the Performance Workshop nor the week after the Recital. These events are a valuable part of classical performance lessons and are the instruction for that period.

SPECIAL EVENTS (CONTINUED)

RECITAL INFORMATION & GUIDELINES

Hamilton Piano Studio is committed to all aspects of classical performance education including the specific mindset, skills, and etiquette needed when performing in a concert. These include:

- How to handle the fear that is often associated with public performance.
 - How to gracefully handle mistakes.
 - Concert appearance and attire.
 - Expectations of a performing musician. (When to arrive, how to take the stage, when and how to bow, how to begin and end pieces in a professional manner, etc.)
 - Expected behavior as members of the audience. (Do you clap between movements of a Sonata? When is it ok to talk or leave the room?)
 - How to graciously accept a compliment after a performance.
1. Participation in Recitals is encouraged but not required.
 2. Attendance of an entire Performance Workshop is a prerequisite for the Recital.
 3. Recital Attire: The universal norm for recital attire is “well-dressed.” Nice pants and dress shirt; a skirt or dress (at least knee-length), and dress shoes. Jeans and tee shirts are not acceptable due to their informal appearance.
 4. For students who participate: There are no regularly scheduled lessons the week of the Performance Workshop nor the week after the Recital. These events are a valuable part of classical performance training and will be the instruction during these weeks.

Note: For students who are interested in performing in the Recital, the Performance Workshop gives the teacher and student one last opportunity to determine if the student is musically and emotionally ready to perform. It is one of our greatest and most sincere desires that each performance be a positive experience for the student and a step forward in musical growth. For these reasons, there are occasions when postponing a performance is in the best interest of the student. Students and parents gain confidence when they know that they can trust their teacher to be honest and forthright about their performance readiness.

OTHER CLASSES

Throughout the year we offer our special Honors Piano and Adult Piano classes. These classes are designed with the intent to introduce musicians to one another so they can encourage, motivate, and challenge each other while learning how to effectively share music even when it's not “100%”. These popular classes are infused with educational talks, a broad range of music literature and fun activities. Due to the immense benefit of these classes, students are encouraged to participate but may opt out and, instead, have their regular lesson.

COMMUNITY SERVICE OPPORTUNITIES

Hamilton Piano Studio is dedicated to providing our students with the opportunity to serve our local assisted living community. We believe that music touches the hearts and souls of these precious members of our community and is a welcome distraction.

These performances allow us to teach our students how to overcome common, real-world challenges that are quite different from a private lesson or a formal recital. Most importantly, participating in community service leaves a positive and lasting impact on the student and society.