



## Student Information Terms and Conditions

**PRIVATE LESSONS** Rockwall School of Music offers private lessons in piano, guitar (acoustic or electric), bass guitar, ukulele, mandolin, strings, percussion/drum set, brass, woodwinds, musical theatre and voice. The lessons are 30, 45, or 60 minutes in length, one lesson per week.

**CLASSES (2 or more students)** are offered for beginners in piano, guitar, hand drums, violin and voice, to students of the appropriate age. Classes meet for 45 minutes per week. **Enrollment is by semester only.**

**SCHEDULES:** Lessons are offered year-round. RSM yearly has 44-48 weeks of lessons which includes the school year and the summer months (see calendar for closings due to holidays). Except as otherwise agreed, you will have the same lesson time each week. **All scheduling is done through the office. To request a change of lesson time, please speak with someone in our office. Faculty cannot make schedule changes.**

**LESSONS MISSED BY STUDENTS** are non-refundable, however, teachers will offer Group Makeup Classes for students who have missed one or more lessons. **Private makeup lessons are not available.** Teachers are paid for their contracted time, even in a student's absence. When possible, please inform the office in advance of any missed lessons. Students arriving late will not have their lesson time extended. **In the event that a teacher must be absent, a substitute will be provided or the lesson will be rescheduled.**

**INCLEMENT WEATHER:** If it is necessary to close the school, there will be a makeup lesson scheduled or credit applied to your account. RSM follows the Rockwall ISD inclement weather closings.

**DROP-OFF/PICK-UP:** The waiting room is provided as a courtesy to students and parents. **Please be aware that the waiting room is not supervised. Students under the age of 6 should have a parent remain at RSM during lessons.** Please drop off students no more than five minutes prior to the lesson time and pick them up promptly. **Due to heavy traffic in the parking lot, please come inside to pick up children under the age of 12.**

**REGISTRATION/SUPPLY FEES:** A registration/supply fee of \$40.00 per student (\$95 maximum per family) is due when enrolling and is non-refundable. Students who withdraw and return at a later time will be charged a registration fee.

**Unless paid in full, TUITION for the RSM year is divided into equal monthly installments, due by auto-payment during the first week of each month.** Tuition may be paid by ACH Debit from a bank checking or savings account, or automatic payment by credit/debit card. **Early day rates** apply to M-F private lessons received prior to 3:30 PM. **Family discounts** apply to the third half hour of lesson time for those families enrolled for 90 minutes or more per week.

**PRIVATE LESSON WITHDRAWAL:** Students may withdraw from private lessons by completing a withdrawal form 30 days in advance of the last lesson. Tuition will be due during the final 30 days even if a student chooses not to attend the remaining lessons. **All accounts must be current at the time of withdrawal.**

**CLASS WITHDRAWAL:** All classes require a semester commitment. Tuition for a class must be paid in full even if withdrawing early. In the event a student should withdraw early from a class, all remaining tuition due will be collected at that time.

**OPEN DOOR POLICY, PARENT VISITATION & PROGRESS REPORTS:** Please feel free to visit with your child's teacher regarding progress, weekly assignments and practice schedules. Parents are always welcome to observe private lessons at any time.

**RSM Faculty:** Our teachers are highly qualified (college music degrees and/or comparable teaching and professional performance experience). They have all passed a pristine background check. Our teachers are musicians who love to teach as well as perform. They customize the lessons to meet the individual needs of each student and strive to help each student achieve their goals.

**RSM Promise and Guarantee:** We guarantee that you will be highly satisfied with your lessons and teacher. At any time, you may request to change teachers or instruments, no questions asked. Our goal is to provide the best in music education as well as customer service. We have full-time office staff ready to meet your needs.

### Rockwall School of Music

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