

## ♪♪ Strand Studios - Studio Policy 2022-2023 ♪♪

**Lessons** – Lessons are offered year-round in person and/or online.

**Tuition** – Tuition includes 46 lessons per year and is billed at a flat monthly rate.

Invoices will be sent out 7 days before the end of the previous month and will be **due on or before the 1st of month for that month**. If tuition is not received on or before the 1st, a \$10 late fee will automatically be applied. If tuition is not up-to-date, lessons may be suspended until payment is made. For your convenience, autopay is available via your MyMusicStaff account.

**Scheduling** – All scheduling and communication is done with the office. Once your registration is complete, your lesson time and day remain the same until you inform us that you wish to change or withdraw.

**Student Absence** – Tuition is based on enrollment, not attendance, reserving your exclusive lesson time throughout the year, whether lessons are attended or not. In lieu of an in-person lesson, students may opt for a live virtual lesson by contacting the office.

If you cannot attend your scheduled lesson time for any reason, you may log into your MyMusicStaff account to cancel. If you cancel with at least 24 hours-notice, you will receive a makeup credit to reschedule within 30 days.

Lessons canceled with less than 24 hours-notice for any reason or “no shows” do not qualify for a makeup credit and will be forfeited.

**Instructor Absence** – In the event of an instructor absence, the studio reserves the right to provide a qualified substitute or schedule a timely makeup session for lessons missed. Strand Studios reserves the right to replace a current instructor with a new instructor at any time.

**Communication** – All notifications will be sent via email. Please make sure to keep your email and other contact information up to date with our office staff.

**Inclement Weather** – If the studio is closed due to inclement weather or something prevents us from teaching in-person, you will be notified, and lessons will be moved online for the day(s).

**Discontinuing Lessons** – Students may stop taking lessons at some point. Please make this decision thoughtfully with plenty of discussion between the school and instructor so that lessons can cease with a positive sense of closure. To discontinue, you must give one month's notice via email to cancel your studio membership.

**Calendar** – A PDF calendar will be provided with recital dates, holiday breaks, etc.

**Music** – Lesson books & sheet music are not included in tuition and will be charged separately.

**Recitals** – Recitals will be held at least twice per year.

**Online Lessons** – A meeting link will be provided via email/text. You may use a phone, tablet, or computer for an online lesson. Please make sure you have Zoom downloaded.

**Pictures/Videos** – I understand that Strand Studios classes, lessons, and events may be photographed, videotaped, or otherwise recorded to use for promotional materials. If you do not wish you or your child to be photographed, please send an email to the office to let us know.

# 2022/2023 Strand Studios Private Lesson Calendar

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**Tuition includes 46 lessons per year and 2 (optional) recitals from September – August, with 6 weeks of built-in closures.**

Please note we are **open on Halloween, Veterans Day, and MLK Day.**

 = Closed  = Recital

# zoom Checklist

Download the Zoom (Meeting) app or go to Zoom.us

You do not need to make an account

Test out your audio/video

Make sure your device is somewhere the teacher can see you and your instrument

Get together your music, writing utensils and stickers

Login into MMS

Naviagate to the calendar

Click on "Zoom Lesson" to join the meeting

X  
X  
X  
X  
X  
X

X  
X  
X  
X  
X  
X

X X X X X X

# How to Cancel a Lesson



Navigate to **"Calendar"** from the main menu on the left



Click on the lesson you want to cancel



Select **"Cancel Attendance"** on the lesson details



Read the cancellation policy and click **"Yes"** to confirm  
*If you don't provide enough notice, you'll need to acknowledge the policy statement first*

*Have more questions?* Check out the Help Center by clicking **?** in the top right corner

# How to Register for a Lesson



Navigate to **"Calendar"** from the main menu on the left



Click on the lesson you want to register for



Click **"Register"** on the lesson details



Click **"Register"** from the pop-up to confirm  
*If this is a recurring event, you can select one or many events at once*

*Have more questions?* Check out the Help Center by clicking **?** in the top right corner