



NOTEWORTHY

ACADEMY OF MUSIC

Membership Agreement

TUITION

All payments are processed by a pre-authorized credit/debit card or bank account on the **first** of the month. There is a \$50 registration fee due at the time of registration. An additional processing fee is required for all credit card payments. Tuition does not include any retail teaching materials such as books, bags and instruments.

AVERAGE LESSONS PER MONTH/SCHOOL CLOSURES

Monthly tuition is based on a 45-week year. Noteworthy Academy operates year-round and is closed for seven weeks for holidays and vacations. In the long months, you will get five lessons, in shorter months such as November and December, you will get three and sometimes even two lessons, most months you will get four. The tuition is the SAME each month; i.e. we don't charge you more when you have five lessons, and we don't charge you less when you have three lessons in a month.

CANCELLATIONS AND MAKEUPS

For any lessons canceled with **24 hours advance notice**, a makeup lesson will be offered. **Any last-minute cancellations or no-shows will not be rescheduled. This applies to regularly scheduled lessons and makeup lessons.** No-shows include last-minute cancellations related to traffic, emergencies, instruments left at home, sickness, scheduling issues, etc. If you have to cancel for any reason with less than 24 hours notice, we can offer a **ZOOM** session **or** you may have another family member/friend take the lesson that day so you do not **lose** the lesson.

We understand situations arise that may prevent you from providing 24 hours notice. Therefore, we offer an exception for all of our students **one day per year**. This one-time, day-of cancellation is for sickness and emergencies only. This one-time sick cancellation runs a year from the last date used, **NOT** a calendar year. If you have already used your one-time day of cancellation, and your student seems unwell the day prior to their lesson, we recommend canceling the day before to air on the side of caution and not risk losing the lesson.

Makeup lessons are not guaranteed to be with your regular teacher. You are responsible for scheduling your own makeup lessons. Makeup lessons can be scheduled up to two weeks in advance. For any lessons missed by a teacher, Noteworthy will attempt to provide a substitute teacher. If a substitute teacher is unavailable, a makeup lesson will be scheduled. Due to the high volume of students we have, there are not many makeup spots available, so we encourage you to avoid canceling lessons whenever possible. **All scheduling must be handled through our office, not your teacher.** Makeup lessons are available up to 1 year from the date of cancellation. Makeup lessons can never be used as a credit for tuition. Our office staff keeps a clear record of all cancellations, makeups, and one-time exemptions. If you have any questions about scheduling please contact our office.

**This form is subject to change at Noteworthy Academy of Music's discretion. On the payment authorization form, please sign that you have read, understand, and agree to these policies. Last Updated 3/14/24* Page 1*



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DISCONTINUING/PAUSING LESSONS

Every student is on a month-to-month basis. **To discontinue, pause, change payment, or stop charges to your account, contact us before the 20th of your last month.** We do not prorate tuition for your last month's lessons. Students will be responsible for their last month's tuition whether or not they attend lessons.

If you wish to pause lessons due to busy schedules or vacations, we can hold your spot for **one month only out of the year**. Pauses do not adhere to a calendar year, but rather a year from the date in which you held last.

Upon notifying the office of a pause, you will be charged tuition on the first of the month that you are pausing. This charge covers your monthly tuition for the month you are returning. You will not be charged tuition for the month when you resume lessons. **If lessons are paused during the month a recital takes place, students are not eligible to participate in that recital.**

OPEN DOOR POLICY/PARENT-TEACHER COMMUNICATION

Parents are always allowed to sit in on lessons if they choose. We find that most students excel when they are on their own so we encourage parents to listen through the glass doors. We also recommend that parents stop in for the last few minutes of the lesson to talk to their child's teacher about their progression and expectations. We do not give out teachers personal information. If you need to reach out to a teacher please contact the office.

CARE OF STUDENTS/PICKING UP

Noteworthy is not responsible for providing before or aftercare for students. Students are not to be left at the Academy for excessive time periods before or after their classes. Students can wait for their parents to pick them up inside the Academy or in the BCC's lobby. Noteworthy Academy of Music assumes no responsibility for children who leave unaccompanied.

INJURIES

Parents, legal guardians of minors, students, and adult students waive the right to any legal action for any injury sustained on academy property resulting from normal lesson activity or any other activity conducted by the students or their siblings before, during, or after lesson time, including hearing loss or hearing damage. Noteworthy Academy of Music is not responsible for any damage done to vehicles or items stolen from vehicles.

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