

Michael Beling Music
(207) 939-7969
500 Forest Ave, STE 100, Portland, ME
michaelbeling@gmail.com
www.michaelbeling.com

STUDIO POLICY - Effective September 3, 2019

“The piano keys are black and white but they sound like a million colors in your mind.” – Maria Cristina Mena

I hope that during and as a result of our work together, my students will come to love their time at the piano, and will be able to experience the unique joy and satisfaction that creating music brings.

Registration

Please read all the information below before committing to our work together. Once you are clear on the particulars, **please initial where required** (labeled in bold with a blank underscore) **and sign and date at the bottom and submit with your payment in order to register**. There is a \$125 non-refundable deposit required to secure a time slot in an upcoming term. This will be applied to the term total.

New students can purchase a single 45 or 60 minute lesson before deciding if they want to commit to a full term. Term policies and lesson rates are described on pages two and three.

Instruments

All students are required to have a piano in their home for daily practice. If a recently tuned acoustic piano in good condition is not available, digital pianos with **weighted keys** are an acceptable substitute. In the case of organ lessons, regular access to an organ is required. Please do not hesitate to ask if you have any questions about the appropriateness of your instrument or need recommendations for purchasing one. Starbird Piano Gallery also offers rentals.

Practice Expectations

Students are expected to **practice the assignment a minimum of five days per week, 20 minutes per day. The quality and frequency of practice is more important than the amount of time spent**. I encourage students to experiment at the piano, and to simply play for enjoyment in their own time. It should be understood that this is not necessarily the same as practicing the assignment.

Parental Involvement

While the wording of the following section is directed towards parents of students, about half of my students are adults. **The information also applies to adults as as a guide to monitor their own practicing.**

Parents play a large role in the musical development of their child. Suggestions for parents:

1. Set aside specific practice times for the student
2. Check in once or twice per week, to make sure the student is completing all assignments
3. Listen to practice sessions occasionally
4. **Ensure that the child arrives to the lesson on time** _____ **Initial here**
5. Keep the piano in a spot in the home where the student won't easily be distracted
6. Encourage your child to give you mini "concerts" in the home
7. Tune your acoustic piano *at least* once a year (feel free to contact me for advice or names of tuners)
8. Contact me anytime with any questions or concerns

Term Schedule:

Fall Term 2019: Tuesday, September 3 to Thursday, December 19. **Break: November 27-28.** Please note: **Tuesday, December 17 is NOT part of the term**, but will be used for make-ups.

Spring Term 2020: Monday, January 6 to Thursday, June 18. **Breaks: February 15-23 and April 18-26.**

Summer 2020: June 19 to August 28. There is a 6-lesson minimum for the term. I highly recommend summer lessons to prevent loss of musical development.

Tuition (per term):

Fall (15 lessons):

\$600/ 30 minute lessons

\$870/ 45 minute lessons

\$1,125/ 60 minute lessons

Spring (22 lessons):

\$880/ 30 minute lessons

\$1,276/ 45 minute lessons

\$1,650/ 60 minute lessons

I offer lessons up to 90 minutes in length, if desired. Contact me for details.

Payment is due on the first lesson of the term. The Spring term can be optionally split into two equal payments, the second installment due 60 days later. I accept check, Venmo and cash. I will accept Paypal with a 2.9% fee added to the total cost. **For each week late, a \$25 fee will be added to the payment.**

Lessons outside the regular term schedule:

These may be offered during certain break in the term schedule, and the rates are also applicable during the summer.

\$40/ 30 minutes
\$58/ 45 minutes
\$75/ hour

Individual (Irregularly) Scheduled Lessons:

\$90/ hour (only one-hour lessons offered). You will not be given a regular time slot or guaranteed long-term availability of lessons. Outside of emergencies or illness, I require a 24-hour cancellation, or payment is due in full.

Lesson Attendance:

Consistent lesson attendance, like practice at home, is essential to making satisfactory progress at the piano. However, there are times when a child cannot or *should not* attend their lesson.

Makeup Lesson:

For student cancellations, I allow **up to two make-up lessons in the fall term and three in the spring**. Sickness and personal emergencies can be made up, assuming you inform me before the start of the scheduled lesson. **All other schedule conflicts require at least 24 hours notice**. I will offer specific makeup days— mostly during breaks in the teaching term. Don't count on same-week makeups, as my schedule is quite full between teaching at Starbird and at Bates College. If you are unable to attend any of the offered makeup lesson times, I cannot refund the payment. **Please choose your lesson time carefully**, and treat it as you would a class. **All lessons must be made up by the end of the term, and will not carry forward to future terms.** _____ Initial here

Monday Holidays: I will teach on Indigenous People's Day (Oct. 14), Veterans Day (Nov. 11), MLK Day (Jan. 20) and Memorial Day (May 25). However, if you are unable to make the holiday lesson, and give me **at least 24 hours' notice**, I will allow an additional make-up lesson credit (to be rescheduled by the end of the term).

Sickness:

If the student is contagious, has been home sick from school all day, or is coughing and sneezing frequently, please contact me before the scheduled start to reschedule the lesson. If you do not take advantage of make before the end of the term, I cannot refund payment.

Picking up your child on time:

Please pick up your student on time. **If your tardiness forces me to stay late at work to look after your child, I will charge my lesson rate for the overage.**

Communication:

If you need to reach me last-minute, and require a response, please call. Please note that I do not answer my phone while teaching lessons, but will respond as soon as I am able. I check texts and emails every few hours. **If you simply need to leave information, or don't require a quick response, texting or emailing is fine.** If I haven't contacted you to cancel a scheduled lesson, assume that the lesson is on.

Dangerous Driving Conditions:

I do my best to cancel lessons in unsafe conditions. If you haven't heard from me, please assume that I am still planning on teaching. However, **if you feel unsafe driving, we can**

reschedule for a later date. Piano lessons are not necessarily cancelled when public schools are closed due to inclement weather. Often, roads are safe by the afternoon or evening. **I will offer several possible days to make up these weather-related cancellations before the end of the term,** and can also offer remote lessons via Skype or FaceTime as an alternative to a make-up lesson. I will not be able to refund the lesson if you don't take advantage of any of the make-up options. _____ **Initial here**

Teacher Cancellations:

In the event of a teacher cancellation, the lesson will be rescheduled.

Non-Emergency Schedule Conflicts:

You must give me **AT LEAST 24 HOURS' NOTICE.** _____ **Initial here**

Other Cancellations:

All lessons cancelled without notice are forfeited, and all rescheduled lessons must be done so by the end of the term.

Final Thoughts:

The piano lessons are designed to:

- Guide the student to success in home practice
- Help the student become a well-rounded, independent musician
- Gain skills for a lifetime of music making
- Provide a positive, and enjoyable music making experience

Welcome to my studio! Feel free to contact me with any questions about pianos, keyboard instruments, piano music, or lessons. I look forward to working with you!

-Michael

I have read the studio policy and agree to abide by the terms stated.

Student Signature _____ **Date:** _____

Parent Signature _____ **Date:** _____