

LESSON POLICY

UPDATED MARCH 9TH, 2023



SCHEDULING BASICS

Students meet their teacher at The Music Space every week at the same time during their reserved 30-minute or hour lesson time.

The student has a month-to-month commitment to The Music Space and their weekly lesson time is held indefinitely after signing up.

It is the student's responsibility to arrive on time with the lesson material suggested by the teacher.

The Music Space desk handles all scheduling and billing. Please direct questions to [info@themusic.space.com](mailto:info@themusic.space) (and not the teacher).



PAYMENT

The first three weeks of lessons are a trial period to ensure the teacher and lesson time are a great fit for the student. These lessons can be paid on a per-lesson basis at the rate of \$38.50 per half-hour or \$77 per hour.

After the trial period, the student must enroll in a monthly auto-payment plan that will automatically deduct from a credit card on the first of each month at the rate of \$170 for half-hour lessons or \$340 for hour lessons. The rate for three-student families is discounted to \$161.50 per student.

The lesson tuition is an annualized, flat monthly rate that covers all the lessons each month. Months with holiday lessons are not discounted.

An authorization form found at www.themusic.space.com/s/autopayform.pdf must be completed by the person paying for lessons to enroll in autopay. Forms are also available to complete at the reception desk of The Music Space.



STUDENT AND TEACHER ABSENCES

If a student is unable to arrive for a lesson, the Reschedule Form (located online at www.themusic.space.com/sched) must be completed and submitted by 9 a.m. on the day of the normally scheduled lesson. If notification is not provided by 9 a.m. on the day of the student's lesson, the lesson may not be rescheduled.

Please note that rescheduled lessons of any kind are limited by teacher and studio availability and thus cannot be guaranteed.

If the teacher is unable to arrive for a lesson, The Music Space will notify the student and arrange for a virtual lesson or a substitute at the student's normal lesson time. If this cannot be arranged, the student can either reschedule the lesson or be given a refund for the miss. All refunds for absences will be credited to the next month's autopay unless otherwise agreed upon.

If a student wishes to take a break from lessons, they may reserve their weekly time at a ½ rate.



HOLIDAYS AND INCLEMENT WEATHER

The following holidays will be observed by The Music Space:

Independence Day
Memorial Day
Labor Day
Thanksgiving and Friday After
Winter Break (12-24 to 1/1)

Lessons falling on these holidays may be rescheduled by the student by completing the form at www.themusicspace.com/sched by the day of the holiday, 9 a.m. Rescheduled lessons for holidays are not guaranteed.

The studio will be closed due to inclement weather when Towson University is closed. Towson University closings can be found at www.towson.edu

When the studio is closed due to inclement weather, lessons will continue virtually at the normal lesson time unless otherwise agreed upon. As a courtesy, the student will receive an email from The Music Space on the date of questionable weather to confirm whether the lesson will be at the studio or virtual. Once confirmed, the teacher will reach out to the student at the normal lesson time for the lesson. Credit for the missed lesson will not be given if the student wishes to take the day off.



SOCIAL MEDIA

The Music Space reserves the right to photograph and video record students while at The Music Space for advertising purposes.

Care will be taken to minimally interrupt lessons and students will be notified that they are being photographed/recorded.

Photographs and videos may be posted and made public on The Music Space website and social media outlets.

All students have the right to opt-out of any or all social media outlets. Our opt-out form is found online at: www.themusicspace.com/opt-out



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