
IVORY & BOW MUSIC STUDIO LESSON CONTRACT

WELCOME TO IVORY & BOW MUSIC STUDIO!

I'm honored to guide your musical journey and help you grow with curiosity, confidence, and joy. These policies ensure a structured and positive learning environment for every student and family.

TUITION & LESSON POLICIES

Ivory & Bow Music Studio operates on a yearly tuition model. Tuition includes recital fees, travel fees, and administrative costs to provide a comprehensive educational experience.

TUITION PLAN

- Annual Tuition Plan: The studio will now follow a 45-week annual schedule, which includes recital and travel fees. Tuition will be divided into 12 equal monthly payments—so your rate will stay the same each month, no matter how the calendar falls.
- Divided into 12 equal monthly payments for convenience and budgeting
- Monthly tuition remains the same regardless of the number of lessons in a month
- Autopay through Stripe is required

LESSON SCHEDULING

- Weekly lesson times are reserved specifically for each student
- Once confirmed, the time remains consistent for the entire year

ABSENCES & MAKE-UP POLICY

- No make-up lessons for absences due to illness, travel, school events, vacations, or personal reasons
- No refunds for missed lessons unless the teacher cancels
- Scheduled lesson time is dedicated to each student and cannot be reassigned on short notice

- Frequent rescheduling disrupts other students and the smooth operation of the studio
- A consistent schedule supports progress and ensures quality instruction for everyone
- Teacher cancellations will be either rescheduled or credited

PAYMENT POLICIES

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- Tuition is due on the first (1st) of each month
- Students beginning mid-month will receive prorated tuition
- Tuition must be received after contract signing and at least 24 hours before the first lesson

GRACE PERIOD & LATE FEES

- A five (5) day grace period is provided
- Payments not received by the 5th incur a \$25 late fee
- Lessons are paused if payment remains outstanding five (5) days after the grace period

DISCOUNTS & REWARDS

- Families with more than two siblings enrolled will receive a 12% tuition discount for the third sibling and any additional siblings.
- Referral Reward: One free 30-minute lesson for every new referred student who enrolls (no limits, keep referring!)

LESSON LOGISTICS

FORMATS

- Lessons may be in-person or virtual depending on scheduling needs

MATERIALS & EQUIPMENT

- Students must have their assigned books, notebook, and a functioning instrument at home
- Online students must have proper device placement that allows a clear side view

STUDIO CALENDAR

- Follows the Hillsborough County School calendar for holidays and breaks
- Calendar will be provided at the start of the year

PRACTICE & PARENT PARTNERSHIP

- Daily practice goal: 10–20 minutes depending on age and level
- Parents help ensure practice consistency and communication between lessons
- Success comes from teamwork between student, parent, and teacher

PERFORMANCES

- Studio recitals held at Bayshore Presbyterian Church
- Winter Recital: Second week of December
- Spring Recital: Third Sunday of May
- \$50 recital fee included in tuition
- Participation in local events encouraged (GPMTA, Steinway Gallery)
- Professional attire is expected for performances

MEDIA CONSENT

- Photos and videos may be used on studio platforms
- A separate Media Consent Form will be provided for approval

WITHDRAWAL

- Either party may discontinue lessons with 30 days written notice
- Tuition remains owed through the 30-day withdrawal period
- Enrollment may be terminated by the instructor if policies are not followed or if student behavior disrupts learning