



Vanessa Green Guitar Studio Private Lesson Policy, Effective October 2024

1. **Price:** Students shall pay a flat-rate monthly charge for private guitar lessons, *paid for at the first lesson of each month*. Students must commit to one of the following options:

Weekly 30-minute lessons: \$110/month

Biweekly 30-minute lessons: \$55/month

2. **Student Cancellation and Makeup Lessons:** In order to receive makeup lessons, students must notify the instructor of the cancellation through text, email, or phone call within *24 hours of the scheduled lesson*. Students may be granted up to *3 makeup lessons every 3 months* for weekly lessons, and *1 makeup lesson every 3 months* for biweekly lessons. The instructor is *not* responsible for making up makeup lessons canceled by the student with or without 24-hours notice. No monetary credit shall be granted to students missing lessons with or without 24-hours notice.

3. **Instructor Cancellation and Makeup Lessons:** If the instructor must cancel a lesson, notice will be given to the student as soon as possible, and the instructor will decide to either offer the student a makeup lesson or a prorated charge to the next month of lessons.

4. **Five or Three Calendar Lessons in a Month:** Weekly students come to all 5 lessons, and biweekly students to all 3 lessons in the month. If a student is in need of a makeup lesson, a fifth/third calendar lesson in the preceding, current, or proceeding month may serve as the makeup. The fifth/third calendar lesson of a preceding, current, or proceeding month may also serve as the makeup if the instructor cancels a lesson.

5. **Students Discontinuing Lessons:** Students must give the instructor *one-month's notice* for discontinuing lessons.

6. **Instructor Discontinuing Lessons:** Should the instructor need to initiate the discontinuation of lessons with a student for any reason, the instructor will provide the student one-month's notice of the discontinuation. If the instructor is unable to provide one-month's notice, the student will be granted a refund for paid lessons that will not be taught.

7. **Attendance and Punctuality:** Students will be assigned a scheduled weekly or biweekly lesson time. Any lessons taught outside of the assigned lesson time will be considered as a makeup. Students must arrive on time to lessons in order to receive the full time for the lesson. The instructor is *not* responsible for teaching beyond the scheduled end time for lessons in order to accommodate tardiness.

8. **Event Charges:** Events offered at Vanessa Green Guitar Studio are charged separately and are not included in the cost of private lessons.