



This document contains policies regarding attendance, registration and payment, accompanists, and concert attendance. Please be sure to scroll down for complete information.

ATTENDANCE AND MAKE-UP POLICY

Teacher cancellations

- lessons canceled due to late payment will not be made up
- lessons canceled by teachers due to common illness or schedule conflict will be rescheduled
- up to one lesson per student canceled due to personal emergency (extreme illness or death in the family) will be made up only at the teacher's discretion

Student cancellations

- the first two lessons per semester missed or canceled by the student will not be made up or credited
- the third lesson (or more) missed or canceled will be made up or credited at the discretion of the teacher

Known conflicts

- the preferred way to handle known conflicts is to reschedule in advance by trading lesson times with another student

Late payment- if payment is not received by the 8th of a given month lessons may be discontinued until payment in full for that month is received through PayPal or by check. Lessons canceled due to late payment will not be made up.

THINGS TO REMEMBER ABOUT ATTENDANCE POLICY:

This policy is a point of departure, outlining obligations of students and teachers. Exceptional circumstances can be handled on an individual basis.

Keep in mind that teachers are paid only for the private and group lesson time, not for the extra time spent outside of lessons

- giving preliminary consultations
- preparing for group and private lessons
- setting up concerts and preparing programs
- attending concerts
- spending time on the phone scheduling and advising
- helping with instrument rental and purchase

All students benefit from all of the above at some point in the course of their study.

REGISTRATION AND PAYMENT POLICY AND INFORMATION

Registration and Payment:

- 1) Click the **Registration & Payment** link on this website.
- 2) Current students log in to update registration and make payment.
- 3) New students click **“create and account”** and follow the instructions provided. You will receive a series of emails
 - a. Requesting that you activate your account
 - b. Letting you know that your account is activated (log in at this point and register your child)
 - c. Letting you know that your child has been authorized (at this point you can log in and make payment through PayPal) Fees are billed monthly.

Payment Options:

Single monthly payment, not recurring

Lump sum: Fall (September- December) OR Spring (January-May)

Automatic monthly payments:

Fall (September-December) 4 automatic monthly payments

Spring (January-May) 5 automatic monthly payments

Year (September-May) 9 automatic monthly payments

Monthly fees cover 34 private lessons between September and the end of May and a minimum of 32 group sessions. (Group sessions are defined as: a regularly scheduled group lesson, a dress rehearsal for a group concert or solo recital, a group concert or solo recital.)

ACCOMPANIST POLICY

SAW RESPONSIBILITY: The String Academy of Wyoming will pay accompanists for group lessons and group recitals, including dress rehearsals for group recitals. The String Academy will also pay for accompanists for solo recitals.

STUDENT RESPONSIBILITY: The student will be responsible for paying accompanists to attend private lessons when needed, and for rehearsals scheduled outside private or group lesson times. The students may also be requested to share the cost of an accompanist for dress rehearsals for solo recitals.

CONCERT POLICY

SOLO RECITALS

-Students must attend the entire recital for which they are scheduled

-Out of consideration for other performers, do not schedule your student to play if you know will need to leave before the recital has concluded

GROUP RECITALS

-Students must attend the entire portion of the dress rehearsal which includes their group in order to play on the group concert

-Students should arrive 10” before scheduled rehearsal time in order to unpack and be ready to play at assigned rehearsal time