

String Academy of Wyoming

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 10th of a given month lessons may be discontinued until payment in full for that month is received in the Community Enrichment Programs Office. 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.

PAYMENT POLICY AND INFORMATION

A registration form should be filled out once each year. Registration forms can be obtained from the Community Service Education, SAW teacher or online at sawyoming.org.

Fees are billed monthly.

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.)

Payment can be made

In Person: At the Community Service Education Office in the
Beta House 8:00 am- 5:00 pm

By Mail: Community Service Education
Dept. 3972
1000 E. University Ave.
Laramie, WY 82071

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

