

# Lawrence String Academy Policies:



LAWRENCE STRING ACADEMY

## **Canceled/missed lesson policy:**

A lesson is eligible for a make-up if it meets any of the following criteria:

- it was canceled with more than 24 hours' notice given.
- it was canceled due to a health emergency
- it was canceled due to inclement weather
- it was canceled by the teacher

Any canceled/missed lessons that do not meet the criteria above are not eligible for a make-up and are non-refundable.

A make-up lesson will be provided for missed/cancelled lessons that meet the criteria above. The fee cannot be subtracted from subsequent semesters or as a substitute for lessons later in the semester. (Rolled over)

If the scheduled make-up is missed or cancelled by the student for any reason at any time, it is no longer eligible for a make-up and is non-refundable.

Every good faith effort will be made to make-up all lessons that meet the criteria above. A lesson must be made up within one calendar year of the original missed lesson, after which point it becomes ineligible for make-up and is non-refundable.

## **Additional Fees:**

Each semester an administrative fee of \$100 per family will be added to price of tuition.

## **Photographs and recordings:**

By submitting your first lesson payment you agree to allow you/your child to be recorded or photographed. Video recordings, sound recordings and photographs will be used for promotional purposes only.

## **Student level and lesson length:**

- Suzuki book 1: 30 minutes
- Suzuki book 2-3: 45 minutes
- Suzuki book 4 or higher: 60 minutes

This lesson template is strongly suggested. The final decision on lesson length is subject to the approval of the family and the teacher.