

## **GABRIELLE TEE'S STUDIO POLICY 2023-2024**

As a music instructor, my ultimate goal is to provide a nurturing and supportive environment for students of all ages and skill levels. Learning an instrument is both rewarding and challenging, and I break down the learning process into manageable steps to give students a sense of accomplishment each week. I tailor lessons to a student's individual learning style and musical interests. I offer lessons in piano, guitar, ukulele, theory, music history, and songwriting.

### **STUDENT & FAMILY RESPONSIBILITIES**

Students agree to arrive at each lesson punctually, prepared to the best of their abilities, with their materials in hand. Students and parents agree to set aside time daily for practice. Practicing even 10 minutes a day is better than cramming for an hour before your lesson! If there are ever questions about assignments, please ask during lessons or email me during the week.

If something is happening at home or school that is affecting you or your child, please let me know. A quick text before lessons can make the difference between a great lesson and a difficult one.

If a student is repeatedly absent, late, and unprepared, I may ask the family to take a break from lessons and re-evaluate their commitment. Additionally, if a student decides to take a break from lessons, I ask that you provide one month's notice.

### **TUITION**

Tuition covers not only the individual lesson time, but the time preparing for each lesson. Tuition is due by the first lesson of the month. A \$10 late fee is applied to tuition received after the 10th of the month.

I accept cash, check, PayPal, and Venmo. Families paying in cash will receive a \$10/month discount. Tuition is a flat monthly rate, meaning I don't charge extra for months with 5 lessons, nor do I charge less over the holiday breaks.

Monthly Rates:

30 minute - \$150/month

45 minute - \$190/month

60 minute- \$250/month

### **MATERIALS**

To further simplify billing, I charge for materials once a year. This annual \$50 fee will cover all performance repertoire, lesson books, theory workbooks, games, holiday music, and other general supplies. This fee also covers all times and supplies for the semester recitals.

### **LOCATION**

All lessons take place at my home studio in North Asheville. We live on a quiet street with plenty of street parking and no through-traffic.

Parents are also welcome to sit on the porch during the student's lesson time. If you choose to drop your child off, please be timely upon your return, as I will not be able to supervise the child past their individual lesson time. We do have one small, friendly cat. Students should be able to interact with animals in a kind manner.

## **SUMMER LESSONS**

To stay enrolled and to reserve a slot for fall, students need to enroll in at least 3 lessons over the summer. I will send out an email in May with sign-up times, and slots are first-come, first-serve. Make-up lessons are not offered during the summer semester.

## **FALL LESSONS**

Fall slots are first open to currently enrolled families. By May 1, you will receive a sign-up form to enroll. After May 15, new and current students can reserve a fall slot, on a first-come, first-serve basis.

## **CANCELATION POLICY**

While I understand that school activities, illnesses, and family events may fall on a student's lesson day, I am unable to offer your family more than one weekly slot. Please inform me of any absences, but know that I'm unable to give you another time during that week. Instead, I offer one make-up day each semester). You can email me at any time of the year to book this make-up credit.

If I am sick or unable to make a lesson for any reason, families will be reimbursed for your lesson time.

## **PERFORMANCE OPPORTUNITIES**

Every student is invited to perform in two recitals a year: Winter Recital in December, and Spring Recital in May. I encourage students to seek additional opportunities such as school talent shows, open mic nights, and student ensembles.

## **2023-2024 CALENDAR**

**August 28** Fall Semester lessons begins

**Nov 23 - 24** No Lessons, Thanksgiving Break

**Winter recital- TBD**

**Dec 23 - Jan 1** No lessons, winter break

**March 18-20, no lessons, National Conference**

**April 1 - 5** No lessons, Spring Break

**Spring recital, date TBA**

**May 26-** Last day of Spring Semester

## **CONTACT**

Please use email as the primary way to contact me and reserve texting for last-minute cancelations:

Cell phone: 563-370-5626

E-mail: [Music@GabrielleTee.com](mailto:Music@GabrielleTee.com)

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