



www.royaltonmusic.com
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Lesson Tuition Policy

\$100.00 per month

Rates Effective as of September 1, 2021

Registration, Tuition Payment, and Schedule

- Monthly tuition includes weekly, private, half-hour lessons. Tuition is the same regardless of how many weeks are in the month or number of lessons taken due to holidays, etc. and is the same for both in-person and virtual lessons (as available).
- A completed enrollment form with credit card authorization must be on file before a student will be placed on the schedule.
- **Tuition is paid monthly and is due by the 1st of each month**, regardless of the date of the first lesson.
- Payment is made automatically via credit or debit card. Cash or check is acceptable if paid **before** the first of the month.
- In order to stay on the schedule, a valid major credit must be on file at all times. To avoid lesson interruptions, please remember to notify RMC with new card numbers or expiration dates.
- Lessons will not be given on the following holidays: New Year's Day, Memorial Day, one week in July surrounding Independence Day, Labor Day, Wednesday-Saturday of Thanksgiving week, and for one week at the end of December (between the Christmas and New Years holidays).

Attendance & Missed Lessons

- The store must be notified by phone or email of your inability to keep a lesson appointment at least 24 hours in advance of your scheduled time in order to be eligible for a make-up.
- A maximum of 2 make-ups will be allowed during each 3-month quarter (Jan-March, April-June, July-Sept, Oct-Dec). It is your responsibility to request a make-up from your instructor.
- Cancellations (lessons cancelled less than 24 hours before the lesson) and no shows (lessons missed without notice) will not be made-up. Lessons cancelled due to emergency or illness will be addressed on a case-by-case basis by the store and instructor.
- If a make-up is warranted, and the excused lesson was not scheduled and completed by the instructor, then RMC will issue credit of \$25.00 to your account to be used for the following month's tuition. Instructors have 90 days to complete make-ups for missed lessons.
- **If you do not take all of your lessons for the month, the rate is the same.**
- **We are unable to honor requests for credits for missed lessons.**
- Virtual make-ups are available per instructor's discretion.
- Students with inconsistent attendance and/or frequent late tuition payment may be removed from the schedule at the discretion of the store and/or instructor.

Instructor Absence & Weather Cancellations

- In the rare instance that lessons are cancelled by the store or instructor (due to inclement weather or other such situations), a call will be placed to the home of the student as soon as possible. Store closing info will also be posted on local news channels.
- Lessons are unaffected by school closings, vacation days, etc. *Closings are the decision of the store and instructors, and are in no way related to school schedules.*
- Instructors are permitted to miss one scheduled lesson, without provision for make-up or credit, in Q1 and Q2 of each calendar year. (this has been taken into account when calculating monthly tuition).

Discontinuing Enrollment

- **In order to withdraw from enrollment, the store must be notified before the 15th of the last month of lessons.** Tuition payments are not refundable, so you are encouraged to finish the month.