

# OSMS Policy Agreement

**Semester Commitment:** When you sign up for the semester, you are committing to the whole semester. *If for any reason you cannot complete your semester lessons, you will be expected to pay for the remaining lessons if your slot cannot be filled, and a student waiting for sponsorship will receive those lessons.*

**Practice Goal:**

- 1st month of lessons: one hour per week
- 2nd month of lessons: two hours per week
- 3rd month of lessons and on: three hours per week

**Studio Student Supervision:**

- Only students 13 and older may be left at the studio without supervision if not in a lesson.
- Please respect a 5-minute max cushion with drop-off and pick-up in case there is a lesson or class immediately before or after yours.

**Payment: Due the first week/lesson of the month, for the month.**

- Group class: \$50/month per student
- Private lessons: \$60/month per student
- Private lessons: \$50/month per additional sibling

**Makeup Lessons: Private lessons only**

- 5th week days are reserved for makeup lessons-parents reach Amy to schedule
- Students are allowed one makeup lesson per month (with 24-hour notice) plus emergencies.

**Late Payments:** You may mail your payment in or if you were not able to pay on time. Please add a **late fee of \$5 per student** to your payment.

**Administrative fee:** To help with administrative costs and overhead, there is a **\$25** administrative fee due every other semester.

I have read and agree to be held to the policies of Oh Suzannah Music Studio.

Date: \_\_\_\_\_ Parent's name: \_\_\_\_\_

Signature: \_\_\_\_\_