



ONLINE LESSONS CONTRACT AND AGREEMENT

1. LESSON SCHEDULE

- a. Schedule based on instructor.

2. SEMESTER COMMITMENT

- a. By enrolling, you are reserving a regular, weekly spot in the studio. You agree to be financially liable for an entire semester despite cancellations or early semester termination by a student/parent.
- b. As a professional courtesy, if a student/parent wishes to terminate lessons during a semester, a 30-day written withdrawal notice is required. Notice will take effect on the first calendar day of the upcoming month. Tuition must be paid the month of notice. Telephone calls, texts, or simply telling your teacher does not constitute a written notice.

3. STUDIO EXPECTATIONS

a. DURING COVID-19 PANDEMIC

- i. Parents/siblings are asked to wait in the car during lessons.
- ii. Parents/visitors are not allowed in Special Care at this time to help minimize exposure to Covid-19.
- iii. We reserve the right to require masks as needed based on the ongoing pandemic and recommendations from CDC/requirements of Special Care.
- iv. At this time, all lessons will be in person. We will monitor Covid-19 and make changes to online teaching as necessary.
- v. If you are experiencing symptoms of Covid-19 or anything similar/contagious, please reach out to your instructor to either meet online or cancel your lesson.

b. FOR IN-PERSON OR ONLINE LESSONS

- i. Students are expected to arrive on time for lessons. Five minutes early is on time!
- ii. Private lessons are "closed." Parents should not sit in to allow us the opportunity to create an environment of trust between the student and teacher. If a parent is uncomfortable with this arrangement, they may discuss this policy with the instructor and/or studio owner(s).
- iii. Students will come prepared with all required materials: music, instrument (if applicable) pencil, water bottle, etc.
- iv. Instructors will do their best to supply music for the voice student's use, but it may be necessary for the student to purchase their own music on occasion or print as needed. Guitar and piano students will be asked to purchase literature books.

c. FOR ONLINE LESSONS:

- i. Student needs to use a webcam or smart device.
- ii. Please be in a quiet, private space free of distractions (this includes cell phones, parents, siblings, and/or pets).
- iii. It is important to use a secure internet connection and fully charged device.
- iv. Be on time and allow a few minutes at the start of every lesson to test sound and connection.
- v. Devices need to be "hands free," propped up by either a tripod or other independent means so the student does not have to keep it secure while singing/playing.
- vi. Wait for your instructor to call you as there may be some overlap between your lesson and the lesson prior.

4. STANDARD TUITION FEE(S)

- a. All private instructors charge a flat fee of \$120 (half hour lessons) or \$240 (hour lessons) per month, including voice, piano, guitar, acting, and dance. This rate applies year-round unless otherwise discussed.
- b. The total includes 3-5 lessons, allowing for major holidays or school closings. Tuition will not be altered on months with fewer than 4 lessons; students are guaranteed 3 lessons.
- c. Pro-rated months (months with 2 lessons) will be \$75/half hour and \$175/hour lesson. In the event there is only one lesson in the month, the fee is \$40/lesson.

5. CANCELLATIONS

- a. If the student cancels, they will be allowed ONE make-up lesson per semester. A cancellation must be made 24 hours in advance in order for the lesson to be considered for make-up scheduling; lessons cancelled on the same-day will not qualify for a make-up.
- b. No refunds or credits will be issued for missed lessons, and a failure to show is a forfeited lesson. There will be NO exceptions.
- c. For in-person lessons only: In the event your child feels ill, has a temperature, or displays symptoms of Covid-19 or any contagious illness, please communicate with your instructor to plan for an online option instead. Missed lessons due to sickness may qualify for a makeup lesson, keeping in mind that students are allowed one makeup lesson per semester.
- d. If you choose not to attend your lesson for an extended period of time during a semester (i.e. vacations, school/local academy rehearsals/productions, etc.), you agree to still pay the monthly tuition to secure and return to your spot, and those lessons are forfeited.
- e. In the event of severe weather, we will monitor the local weather and cancel if we feel the safety of our students and instructors could be put in jeopardy. These cancellations are not made lightly. Missed lessons due to severe weather will be handled as follows: if a student misses one lesson due to severe weather, that lesson will be treated as a built-in "weather day" and not made up; any missed lessons on top of that will be made up, schedule permitting, by the private instructor.
- f. If public schools close, Kismet Arts Studio & Theatre reserves the right to move all lessons online.

6. COVID-19 HEALTH CRISIS

- a. By entering Kismet Arts Studio & Theatre and Special Care, Inc, I attest that:
 - i. I am not experiencing any symptoms of illness such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
 - ii. I do not believe I have been exposed to someone with a suspected and/or confirmed case of COVID-19.
 - iii. I have not been diagnosed with COVID-19 and not yet cleared as non-contagious by state or local public health authorities. I am following all CDC recommended guidelines as much as possible and limiting my exposure to COVID-19.
- b. If I have experienced any of the above statements, I will inform my instructor and stay online for 14 days before returning to the studio.

7. INSTRUCTOR SICK DAY

- a. Each instructor is allowed one sick day per semester. In the event that the instructor is unable to attend lessons, they will inform all students of the day that they are taking their sick day. The lessons on this day will not be made up.
- b. Because an instructor is only allowed one sick day, please understand and use compassion should the instructor fall ill on your lesson day.

8. METHOD OF PAYMENT

- a. Payment is required on the first of the month or at the first lesson of the month, to be determined by each instructor.
- b. Check may be made out to the instructor.
- c. VENMO/CASH APP may be used for direct money transfer. All families will be required to choose one of these online options in case of late payment.

9. LATE PAYMENT

- a. Payment not received within 5 days of the due date will be considered “late” and will receive an automatic charge of \$25.00.
- b. The liable parent/student will agree to allow the instructor to “request” funds via online app; funds will not be automatically withdrawn, but the liable party will be able to transfer funds immediately and avoid the late charge.

10. ORDER OF DISPUTE

This Payment Policy has been established by Kismet Arts and applies to all private instructors and their studios. Any dispute regarding payment may be addressed with your instructor.

11. RECITALS

End of year recitals are a requirement for all students. Permission to miss a recital will be granted on a case-by-case basis but are strongly discouraged. With that in mind, some additional performances may be encouraged but not required.

STUDENT SIGNATURE

PARENT SIGNATURE

DATE (DD/MM/YYYY)