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Cassie Rumbough

Music Lessons

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(570) 394-4092

Studio Policies

Thank you for your interest in my studio! Below are the policies I abide by for my business. If you have questions, please reach out!

1. Payment

- a. For all of my services, I ask for \$25/half hour or \$50/hour.
- b. I offer one discounted (\$15) trial lesson for any new student or a current student thinking of trying another service.
- c. If you refer a friend, they get a free trial lesson, and you get a free lesson too!
- d. Tuition is paid within the first 2 weeks of a month for all lessons in that month, or paid at the beginning of each lesson. If you will be absent for a lesson during a month, you can either not pay for that lesson, or I will credit your payment to the following month.
 - i. Invoices will be sent at the beginning of each month.
 - ii. If payment is not received by the 2nd week of that month (after your second unpaid lesson), there is a \$10 late fee that will be added to your invoice.
 - iii. If payment is not received after 3 weeks (or three unpaid lessons), I reserve the right to put a hold on future lessons until the invoice is paid.
- e. Payment is accepted via paypal, check, cash, or venmo.
 - i. Paypal: @cassierumbough
 - ii. Check payable to: Cassie Rumbough
 - iii. Venmo: @cassie-rumbough

2. Cancellation Policies

- a. At least 24 hours notice is needed to cancel a lesson. If I do not receive notice you will not be in attendance 24 hours prior to your lesson (besides in event of emergency or sudden illness), it will be marked as a no show, and is billable.
- b. If I must miss a lesson, I will provide a makeup lesson at our schedule's earliest convenience.
- c. Communication is key! I am always flexible when I am in the loop :)

Studio Policies

3. Termination of Study

- a. If you are thinking about discontinuing lessons, I ask that you let me know a month prior to your last lesson. If there is anything I can do to improve your experience, please communicate this with me!
- b. I reserve the right to terminate lessons if it is in the best interest of both the student and the teacher. Issues warranting dismissal might include:
 - i. Repeated failure to attend lessons.
 - ii. Repeated failure to communicate clearly and openly.
 - iii. Repeated failure to abide by these policies, including parents/guardians.
 - iv. Repeated offenses of inappropriate or disrespectful behavior.
 - v. Failure to pay tuition.

4. Expectations

- a. Please arrive on time for all sessions. The time slot, not the number of minutes, is the time I have to give you.
- b. Practicing is extremely important while taking music lessons. The majority of the improvement must be done during practicing, since we have such a small amount of time together. I will explain my practicing expectations during our first lesson, and remind students about them every week!

5. Recitals

- a. Students are highly encouraged to participate in recitals, which are held in the winter (November/December) and spring (April/May).
 - i. Recital fee is \$5 per family (if multiple students per family, still only \$5.)
 - ii. Detailed information will be sent out a few months prior to the next recital.