



PRIVATE STUDIO POLICY

Welcome to Meridian Music, the most contemporary and diversified non-collegiate music education facility in central Indiana! Performance skill and comprehensive music knowledge are the goals of our lessons. Instruction is available on most instruments, including voice. In order to provide you with the highest standard of instruction, we ask that you meet the terms of the following private studio policy:

SAFETY

The faculty and staff of Meridian Music are not responsible for the supervision of students outside the lesson time. In the interest of safety please drop-off and pick-up your child in the parking lot on the east side of the building. We kindly request that students wait inside the 2nd floor education area before and after lessons until their parents arrive.

FEES

Lesson fees are \$24 per half hour. Payment for the full month is due at the first lesson of each month. **Please make checks payable to the teacher. A \$10 late fee** will be assessed for any payment made to your teacher after the 15th of the month.

A **onetime registration fee** will be assessed for new students. **This fee is \$19.95 per student or a maximum of \$34.95 per family.** The registration fee can be made with a check payable to Meridian Music, or you may use a credit card. Registration fees are to be given to the Director of Education before lessons begin.

ATTENDANCE and PUNCTUALITY

A 24-hour notice is required for all absences. Students are permitted **three absences in a six month period** for which a makeup lesson will be offered, and **five vacation days per year** for which they need not pay or make up. **Makeup lessons will not be rescheduled if cancelled by the student.** Teachers may not be available for a student who arrives more than ten minutes late for a lesson. You may reach your teacher at the number below in the event you must miss or be late for a lesson.

FINANCIAL CREDITS

Financial Credits will only be offered if the teacher misses a lesson or if Meridian Music closes due to inclement weather. Closing information is provided to Channel 13. Students and teachers are encouraged to makeup lessons rather than use credits.

IF YOU CHOOSE TO LEAVE US

A **two-week paid notice** is required when you decide to stop lessons. You may take the lessons covered by the notice, or you may pay for the two weeks and leave immediately.

Thank you for choosing Meridian Music. We are pleased to be of service to you and look forward to a productive, enjoyable relationship. Please contact the Education Director at 575-9588, ext 105 with questions concerning this policy.

Meridian Music
12725 Old Meridian Street
Carmel, IN 46032
www.meridianmusic.com

YOUR TEACHER'S NAME IS _____

TO REACH YOUR TEACHER:

CALL 575-9588.AND

ASK FOR YOUR TEACHER'S VOICE MAIL NUMBER

YOUR TEACHER'S VOICE MAIL # IS _____

DAY, DATE, AND TIME OF FIRST LESSON: _____

Hillary Blake
DIRECTOR OF MUSIC EDUCATION
(317) 575-9588, ext. 105



**Complete this form and give it to your teacher at the first lesson along with your first payment.
(Make checks payable to your teacher.)**

STUDENT NAME _____

PARENT OR ADULT STUDENT –

PLEASE SIGN BELOW AND RETURN THIS SECTION OF THE STUDIO POLICY TO YOUR TEACHER
AT THE FIRST LESSON. THANK YOU.

I HAVE READ AND UNDERSTOOD THE STUDIO POLICY AND AGREE TO COMPLY WITH THE
RULES LISTED THEREIN.

SIGNATURE

DATE



**New Students – Please complete this form and return to MERIDIAN MUSIC along with your
Registration Fee of \$19.95 per student or \$34.95 per family.**

STUDENT NAME _____

PLEASE SIGN BELOW AND RETURN THIS SECTION TO MERIDIAN MUSIC.

I HAVE READ AND UNDERSTOOD THE STUDIO POLICY AND AGREE TO COMPLY WITH THE
RULES LISTED THEREIN.

SIGNATURE

DATE