

2013-2014 POLICY AGREEMENT

The new student yearly Registration Fee is payable at the time of registration along with the completed forms to confirm enrollment. A new registration form will need to be completed each year. The registration fee is non-refundable. Signed policy forms must be returned along with the registration fee to confirm placement. Tuition& fees are based on a monthly fee (consisting of 4 sessions per month). If fees are updated, they will be posted on the website and a copy of new fees will be given to parents a month prior to affective date of change. Our Holiday months will be prorated to reflect the missed week of lessons. Group class tuition is per session (12 weeks) and non refundable. Recital Fees are due no later than the 5th business day of the month of the recital.

Withdrawals

A 30 DAY NOTICE SUBMITTED ON THE PROVIDED GDD STUDIOS WITHDRAWAL FORM IS REQUIRED TO DISCONTINUE LESSONS. Withdrawal will not be accepted over the phone. Failure to comply with withdrawal procedures will result is a charge for lessons until the forms are received.

Absences

No deductions or refunds are made for absences. No make-up lessons are given for absences unless due to serious illness or emergency with minimum 2 hr prior notice given to the office and limited to 4 per year. Please note that activities such as sports, appointments etc. do not qualify for make-ups. If a make-up is scheduled and you miss it, you will forfeit that lesson. If an absence occurs due to teacher absence, or school closing, a qualified substitute will be provided or alternate lessons will be arranged by teacher.

Injuries & Care of Students

Parents, legal guardians of minors, students and adult students waive the right to any legal action for any injury resulting from normal lesson activity or any other activity before, during or after lesson time. GDD Studios is not responsible for providing before or after lesson care for students or their siblings. Parents with students under the age of 7 must remain on the premises during lessons. Students should not be left at the school for excessive periods of time either before or after a lesson.

Calendar/ Holidays/ Recitals

GDD Studios Music School will be closed for instruction one week in the spring, two weeks (either consecutively or non-consecutively) during the summer, one week during the fall, and

two week during Christmas. Recital performances and rehearsals are part of the learning experience and count as lessons. At two performance opportunities are provided during the year. All students are urged to attend and to invite family members.

To register please complete the REGISTRATION FORM or contact Mr. Carter at 256-206-0223.

I, _____ have read and understood the above policy agreement.

Signature _____ Date _____