

THE MUSIC SCHOOL @ JAMMIN JAVA

Student's name _____

Billing Address _____

Home Phone _____

Cell Phone _____

E-Mail Address _____

Policies and Requirements

- \$30 registration fee is due at the first class.
- Payment of tuition reserves a place for students in a weekly lesson.
- Payment for the upcoming month is due the last lesson of the current month.
- Payment should be hand delivered to ONLY your teacher, or mailed to:
The Music School, PO BOX 5022, Herndon, VA 20172.
- There is a \$30 late fee for all late tuition checks.
- One week's notice is required to excuse an absence. There are no make-ups, refunds, or credits for missed lessons with less than one week's notice.
- We will excuse two lessons in a row, with one week's notice.
- Lesson times will not be held for prolonged vacations.
- Individual arrangements may be made for prolonged illnesses.
- In the event a student should wish to terminate lessons, a one week's notice MUST be given prior to the last class.
- All of our teachers are also performing musicians. Occasionally your teacher will need to miss a lesson due to a tour or a gig. In this event we try our best to provide a substitute teacher. If we cannot we will cancel your lesson and credit your account.

I have read and accept the above policies of The Music School.

Signature _____ Date _____