

Thomas Jefferson Music Academy Policies

Welcome to the TJ Music Academy! We are so happy to have you as part of our musical family, and we look forward to all of the great things in store for us this year. Please read through the following policies regarding lessons, attendance, billing, and recitals.

Lessons and Tuition Rates

Lessons are scheduled with your own private teacher and are held in various rooms at TJ, including our band room, practice rooms, and concert hall. Lessons vary in length depending on the level of the student. Tuition rates for lessons are \$18 for a 30-minute lesson, \$27 for a 45-minute lesson, and \$36 for a 60-minute lesson. Tuition covers the weekly private lesson, our semester recitals, and any group classes that private teachers may offer.

Billing

Students will be billed for lessons by Thomas Jefferson. They will receive 16 lessons during the fall semester and 17 for the spring semester, to be billed accordingly. TJ students will be billed through their account; all other students will receive a separate bill to be paid via check to Thomas Jefferson IDS. Payments must be paid in a timely manner, or lessons will be put on hold.

Attendance and Make-up Lessons

Students must attend all lessons and arrive promptly for those lessons. If a student is unable to attend a lesson, 24-hour advance notice must be given in order for the teacher to make arrangements. The lesson may or may not be made up, depending on the teacher's availability. The weeks of Thanksgiving, Spring Break, and Finals *can* be used to make up lessons that were cancelled with advance notice. Exceptions can be made for extenuating circumstances at the discretion of the private teacher.

Inclement Weather

In the event that Thomas Jefferson is closed due to poor weather, lessons will also be cancelled. We will endeavor to make these up at a later date if so desired.

Release and Waiver Form

All non-TJ students/parents must sign a Release and Waiver of Claims and Assumption of Risk form. These can be acquired from your private teacher or from Ms. Cutler. All forms must be signed and returned at the first private lesson.

For any other questions regarding the TJ Music Academy and our policies, please email Rebecca Cutler at rcutler@tjeffschool.org