# **Conservatory of the Arts Policies Fall 2023**



### **Vision of the Conservatory:**

St. John's Conservatory of the Arts celebrates excellence and creativity in students of all ages through music and arts learning within a Christian environment.

#### **Tuition:**

Beginning September 1 2023, tuition for private lessons will be charged at the beginning of each month and will include weekly 30-minute lessons, participation in performance classes, recitals and other performance opportunities, supplemental materials, and discounted rates for add-on workshops. Tuition is charged 9 months per year and takes into account holidays and several absences due to sickness or vacations. (See Conservatory Calendar for dates.) Class tuition will be charged at the beginning of each month for the duration of the class. Summer lessons will be sold separately as a package of lessons. See below for tuition rates. Billing is done through fons.com which is our billing/scheduling software.

### **Private Lesson Attendance Policy:**

Your tuition reserves your lesson time for you each week with your teacher. Out of respect for your teacher's time, we will not offer make-up lessons for missed lessons.

If you are unable to make your regularly scheduled lesson time, please let your teacher and Dr. Ehring know 48 hours in advance. We have the following lesson alternatives to use during your assigned lesson time to continue your music learning throughout the missed week:

- Have an online lesson via Zoom/Facetime
- Have a video exchange lesson (Record yourself playing your pieces, send to your teacher before your lesson time, and your teacher will send you a video with feedback and demonstrations.)
- Request a travel packet or assignments from your teacher ahead of time (great for road trips!)

In the unusual circumstance that your teacher misses a lesson, every effort will be made to make up the lesson with your teacher or a substitute.

Lessons missed because of St. John's school trips and events will be made up within the week whenever possible. There will be a **Make-up Lesson Week** at the end of the fall and spring sessions for those who have missed lessons and would like a make-up lesson.

## **Class Attendance Policy:**

There will be no make-ups for classes missed. In the unusual circumstance that your teacher must miss a class, the Conservatory will do its best to find a substitute for the class or make up the class on another day.

#### **Conservatory Holidays:**

The Conservatory will be closed Thanksgiving week, for 2 weeks in December/January for Christmas break, Easter week, 2 weeks at the beginning of summer and for 3 weeks in August for Summer break. In addition, lessons will not be held on MLK Day, President's Day, Good Friday, Memorial Day, 4<sup>th</sup> of July, and Labor Day. See Conservatory Calendar for details.

#### **Discontinuing Lessons:**

Please give the Conservatory 30 days' notice to discontinue lessons. This gives time to fill the vacated lesson time with a new student.