



## **POLICIES AND PAYMENTS - LESSONS**

The Amherst Red Barn Music School  
409 Main St Ste 19 Amherst, MA 01002  
(413) 256-8899

1. **TRY-OUT LESSON** The first lesson may be considered a try-out lesson. Take a lesson and see if it is what you wanted and then commit to a month, the Trial Period.
2. **TRIAL PERIOD & SEMESTER** Psychologists have shown that it takes a month to acquire a new habit. Therefore, the first month of lessons may be considered a trial month and we ask that you commit to completing the first month. After that, if you decide to continue, please register for the semester, including the registration fee. There will be no refund after the fourth week of study.
3. **CALENDAR** For after-school lessons, the Red Barn calendar runs along with Amherst Schools, except that lessons and classes are held on state and administrative holidays (e.g. Veterans Day and Curriculum Day). A semester is comprised of seventeen weeks followed by a two-week make-up period. You can start lessons any time. Adults may book lessons in smaller blocks, see below.
4. **LESSON TIMES** Out of respect for your fellow students, five minutes at the end of each lesson is reserved for a smooth transition and for business matters. Please arrive five minutes before your lesson and feel free to knock at your lesson time.
5. **ATTENDANCE** You are responsible for attending all of your lessons and classes. All scheduled lessons must be paid for whether or not you attend.
6. **CANCELLATIONS, ABSENCES & MAKE-UPS** Lessons will be made up if at least 24 hours notice is given. In case of cancellation due to illness, snow day, family emergency or teacher absence, make-up lessons will be offered at a mutually convenient time. Lessons cancelled at the last minute by choice (i.e., I forgot, I haven't practiced, I had a game, a friend came over, etc.) will not be made up.

Teachers are, ultimately, obligated to make up a maximum of two lessons missed by students and make-ups will not be carried into the following semester. In the event of teacher absence, a substitute may be provided.

We are closed on snow days, same as Amherst Schools. Although teachers may be available for lessons, so please check with your teacher if there is a question. Snow days will be made up at the end of June, two maximum. Students who drop out prior to the June make-up period will forfeit the make-up days. Scheduled make-up lessons that were missed by a student will not be made up.

7. **PAYMENT POLICY** Failure to make payments as agreed on will be grounds for termination of instruction.
8. **TUITION & FEES** A 25% deposit for the Fall semester is due by June 30 to reserve your slot, with the balance due Sept 1. For new students, tuition is payable at the first lesson. An installment payment plan may be arranged for an additional \$25.

A Registration Fee of \$30 for singles or \$55 for families is due at the beginning of each semester. This covers things you use, like recitals, the copier, and a phone in the waiting room for your use.

9. **REGISTRATION** Registrations and payments should not be taken in lessons. Please come to the Red Barn office prior, or register online or by mail. Thank you for your cooperation.

Adult Day and Evening Students (before 2:30 PM and after 6:00 PM) may register for blocks of lessons, four minimum.