

*****Voigt Music Center Lesson Policies as of January 1st, 2024*****

Please read and understand these lesson policies to prevent misunderstandings so we can focus on learning and teaching. Feel free to email lessons@voigtmusic.com with any questions or concerns.

Lessons are one-on-one and 30 minutes weekly, unless stated otherwise. The monthly lesson tuition is collected via autopay on the first of each month unless other arrangements have been made with the Lesson Administrator. If the lesson tuition is not paid for by the 15th of the month, lessons could be suspended and lesson times forfeited.

Lesson Tuition: \$25/lesson

to be charged on monthly basis on the 1st of each month

There are no refunds for missed or canceled lessons. Virtual or in-person make-up lessons may be arranged at the discretion of the teacher. Please contact the teacher directly ASAP if you must miss a lesson. Our teachers are our most valuable assets, and we respect their time both at work and away from work, so we do not typically offer make-up lessons or refunds if students miss or cancel lessons.

The final decision to credit (bank) any student canceled lessons belongs to the teacher.

Lessons canceled by the teacher, that fall on a legal holiday, or are canceled due to inclement weather and/or business closures will be credited towards a future lesson.

Discontinuing: To permanently discontinue lessons, please send an email to lessons@voigtmusic.com at least two weeks prior to the first of the month. This ensures that we have a written record of when you wish to discontinue lessons so we can inform the teacher immediately and stop your autopay.

Instruments: We provide a piano, drum set, and a guitar / bass amplifier for lessons. Any other instruments please bring to your first lesson (including cables, picks, drum sticks, etc). If you need an instrument, accessories, or books we are happy to help! Just contact us at lessons@voigtmusic.com or call or stop by the store during business hours. We also offer online band and orchestra instrument rentals on our website at www.voigtmusic.com.

We offer free WiFi in our facility: SSID: vmclessons Password: musicisfun

We also offer a comfortable waiting area with couches, chairs, and a water cooler. Please make yourself at home in our facility.

Thanks!

Tony

Lesson Administrator & Owner

Dear Students and Parents,

Thank you for taking lessons at Voigt Music Center!! We have updated our lesson terms and policies with the New Year. The full policy is written on the back of this sheet, however below is a summary of the changes, as well as actions you must take to acknowledge these changes.

- Lesson tuition will still be paid on the first of each month via autopay, however payment amount will be measured on per lesson basis, with a base rate of \$25 per 30-minute lesson. Most months the cost will still be \$100, but if you are scheduled for 5 lessons in a month, you will be charged \$125.
- If payment is not made by the 15th of the month, you may be removed from the schedule and your lesson time may be forfeit, unless your payments are brought current. This is to ensure that our teachers' time is respected, as your payments is how they are compensated. We will do everything in our power to contact you if this happens and will give as much notice as possible. If you need special accommodations, please contact lessons@voigtmusic.com, and we will do what we can to accommodate.

What do you need to do?

- To acknowledge these changes, please log onto your TeacherZone app and agree to the new terms.
- If you have trouble logging in to your TeacherZone app, please contact us at lessons@voigtmusic.com, and we can reset your password or offer other support as needed.
- That's it!

Thank you again for taking lessons at Voigt, and Happy New Year!

- Voigt Music Center Staff