



Private Lesson Policies

Our Basic Expectations:

- 1) Families and Students should confirm a lesson time and length with their instructors *before registering* for lessons for the spring and fall semesters. If you are a new student, please contact CMA Interim Director Shareen Vader to discuss your instructional needs and desires, scheduling, and teacher placement. You will then be referred to an instructor to arrange your lessons.
- 2) The student will attend lessons in the spring and fall semesters according to the publicized calendars (found at www.tluca.org). The necessity of parental attendance at lessons will be discussed with each student's individual instructor.
- 3) The student will perform in the CMA Solo Recital for every semester they are registered for lessons. Occasional, optional public performance opportunities may arise, and we hope students will be willing to share the music they've learned with the community.
- 4) If a student must miss a lesson *for any reason*, whether a makeup lesson is warranted or not, please inform the instructor at least 24 hours in advance, or as soon as possible in emergency situations.

Instructors *will* schedule makeup lessons for the following reasons:

- 1) Cancellation by instructor
- 2) Death/Marriage of a relative
- 3) Illness *with* a doctor's note, or *one* day-of-lesson illness (without doctor's note) per semester
- 4) School event requiring a student's attendance (with at least 24-hour advance notice to instructor)
- 5) Day-of-lesson extreme weather events preventing safe travel to lesson

Instructors will *not* schedule makeup lessons for any of the following reasons:

- 1) Missed/canceled makeup lessons, for any reason.
- 2) Second, third, etc. day-of-lesson illness without doctor's note
- 3) Sports (including school sports), birthday parties, vacations, etc., *even with advance notice*
- 4) Vehicle trouble or unexpected lack of transportation to lesson

Make plans with your instructor to carry out any necessary makeup lessons during the several weeks between terms; makeup lessons *do not* "roll-over" to the next term. If you have an extreme situation meriting a significant number of makeup lessons, contact the CMA director to discuss credit/refund options.

These policies are intended to protect the investment of time and finances that families and teachers each make in order to attend private lessons. If you have any questions or concerns about any of the above policies, please contact CMA Interim Director Shareen Vader: (830) 372-6448 and svader@tlu.edu