



L4C PIANO LESSON REGISTRATION AND POLICIES FORM:

Student's Name: _____

Preferred Name: _____

Cell Phone: _____ **Alternative Phone:** _____

Address: _____

City/Zip: _____

****E-Mail:** _____ **(Essential)****

Available time between classes: Preference 1 _____

Preference 2 _____

Student ID: _____

I have read the policies and agree to follow them.

Student's Signature: _____ **Date:** _____

Complete this form and mail it to: Stein KB Owusu
43835 Eagle Bend Sq.
Unit #302
Leesburg, VA 20176



PLEASE READ CAREFULLY

Tuition, Fees and Payment:

Registration Fee: \$25.00 (registration fees are nonrefundable)

*** May qualify for our registration waiver (***Check to see if you qualify***) ***

Also, being consistent in your attendance and performance for the first 2 months may result you in qualifying for our registration refund/reimbursement program.

Find out more.

(1) **Weekly Payments:** \$100/week --- 2 Meets - 2 Hour Sessions (***4 Hours***)

(2) **Bi-Weekly Payments:** \$250/Bi-week --- 4 Meets - 2 Hour Sessions (***8 Hours***)

(3) **Monthly Payments:** \$600/month --- 8 Meets - 2 Hour Sessions (***16 Hours***)

*** Must work with Instructor's availability however ***

(4) **Monthly Payments:** \$750/month --- Unlimited Access to Instructor (***20 =Unlimited***)

*** Must work with Instructor's availability however ***

(5) **Scheduled Session Payments:** \$45/1hr --- \$75/2 hours (***Extra-Time Fee Applicable***)

(6) **Adjusted Payments:** As agreed with student; working around the set-guidelines.

DUE PAYMENTS: Due before or by the LAST session of each week.

OVER-TIME FEE: \$10 every 15 minutes past scheduled time (***Unless negotiated***)

REFUND POLICY: No refunds for missed or unequal hours (***Unless negotiated***)

LATE FEE POLICY: \$5.00 per day will be assessed for late payment.

NOTICE:

For example, the due date for Week 1 tuition is the last session in Week 1.

Prepayment discount option: Periodically check to see if any discounts are available.

Qualifying for discounts will help reduce student's tuition.

If the student is to be absent for any reason, payment must be made before or by the tuition due date. Please include late fee if it is made after the due date. Payment in cash or check is acceptable. Mailing address: 43835 Eagle Bend Sq.

Unit #302

Leesburg, VA 20176



THE 5 P'S OF LIFE:

Proper
Preparation
Prevents
Poor
Performance

Termination of Lessons:

Commitment for minimum of one month is required.
 Minimum 30 days notice is required for discontinuing lessons.

Attendance and absences:

Regular attendance at lessons is necessary and expected.
 All absences must be notified as soon as possible (preferably minimum 24 hours)
 Absences are nonrefundable.

Preparation for lesson:

Students must arrive to sessions on time (arrive 5 minute before assigned time); the lesson will finish at the scheduled time. Students must have a piano station available for all lessons and practical purposes. Students are required to have a binder or notebook for note taking. Bring all piano gear including assignment book to lesson always to sessions.

Practice Time:

Students must schedule a regular daily practice time on their own schedule. Minimum of five practices per week. All Students are required to engage in a minimum of 30 minutes practice during sessions; for the instructor to observe playing habits and progress. Students will frequently have homework, online assignments, in-class assignments, projects, examinations, and a final exam.

Student and Teacher Communication:

For steady and effective progress, it is essential to have regular student-teacher communication. Please feel free to call 571-251-9752 or email GOD4kbministries@yahoo.com or stein@live4christnetworks.com Minister Stein with any questions or concerns.