

East Valley School of Music
Student Contract Agreement



4990 S. Gilbert Rd. Suite B5
Chandler, AZ 85249
(480) 895-0007
www.evsm.net

- ♪ Weekly 30-minute private lessons are \$100/month (not offered for piano)
- ♪ Weekly 45-minute private lessons are \$150/month
- ♪ Weekly 60-minute private lessons are \$200/month
- ♪ Weekly 45-minute *semi-private lessons are \$120/month
- ♪ Weekly 60-minute *semi-private lessons are \$160/month

*Semi-private lessons are scheduled with two students at the same time and are not offered for every instrument.

Terms

This Student Contract Agreement is made effective as of _____, by and between East Valley School of Music
(MM/DD/YY)

and _____. The parties hereby agree to the following:
Print Name of Parent or Legal Guardian

Tuition

Tuition is billed monthly and is due by the 25th day of the preceding month (i.e. August tuition is due by July 25th, and so forth). Lessons continue year-round. Semesters run from January through June and July through December. The school is closed 2 weeks for Summer Break and 2 weeks for Winter Break. Tuition remains the same for every month, including the months when the school is closed for break, because of the extra lessons that students accrue when there are 5 weeks in a month, which occurs 4 times per year.

Fees

All students are required to pay a \$35 semester fee, which will be included in July and January invoices. The semester fee is non-refundable and covers the cost of performance venues, office supplies (binders, lesson assignment sheets, handouts, and sheet music), and administrative expenses.

Discounts

- **Family discounts**
 - Two siblings who enroll in lessons will receive a \$10 discount off their monthly tuition.
 - Three siblings who enroll in lessons will receive a \$20 discount off their monthly tuition.
 - Four siblings who enroll in lessons will receive a \$30 discount off their monthly tuition.
- **Multiple instrument discounts**
 - Student will receive a \$5 discount off their monthly tuition for each additional instrument.
 - Student will be charged a discounted \$25 semester fee for each additional instrument.

Payments

East Valley School of Music requires tuition payments to be collected automatically on the 25th of each month. Customers are required to fill out the Payment Method Form attached to this contract in order to enroll in lessons. Payment methods are listed below:

- **Bank Account:** Customer provides a bank account and routing number. This method is preferable due to periodic changes in credit/debit cards, such as expired, cancelled, or declined cards.
- **Credit/Debit Card:** Customer maintains current credit or debit card information on file.
 - If a card is declined or expired, East Valley School of Music will contact customer. If payment issues are not resolved by the end of the month, a \$20 late fee will be assessed.

Invoices are emailed on the 18th of each month. Please review all invoices for your records and contact us if you have any questions. There is a \$20 late fee for all payments not received by the last day of the month.

Communication

East Valley School of Music will send emails with important announcements, updates, and invoices. Please be sure to read these emails to stay informed. Upon enrolling in lessons, you will be given your instructor's contact information, including phone number and email address. If you need to cancel a lesson, please contact your instructor directly.

Make-Up Lessons

Instructors at EVSM are independent contractors and have their own individual make-up policies. Please consult your instructor regarding their make-up lesson policy.

Equipment Requirement

Before enrolling in lessons at East Valley School of Music, students are required to have an instrument as well as other necessary equipment. Having the proper instrument and equipment is essential to students' progress. Please read the following requirements for each instrument:

- ♪ **Piano:** Student must have an 88-key keyboard with an adjustable bench and pedal, a digital piano, or an acoustic piano in order to enroll in lessons. 61-key and 76-key keyboards do not have fully weighted keys and are not an acceptable instrument to practice on. Beginner students may practice on an 88-key keyboard or digital piano during their first year of lessons, but are required to upgrade to an acoustic piano after the first year of lessons. Transfer students who have been taking lessons for more than a year must have an acoustic piano in order to enroll in lessons. Student is also required to purchase a metronome at instructor's request.
- ♪ **Voice:** Student is required to have a CD player and a keyboard, digital piano, or acoustic piano in order to enroll in lessons.
- ♪ **Guitar:** Student is required to have an acoustic guitar or an electric guitar with amplifier in order to enroll in lessons. Student must also have a music stand, metronome, tuner, extra strings, and guitar picks.
- ♪ **Bass:** Student is required to have a bass guitar with amplifier in order to enroll in lessons. Student must also have a music stand, metronome, tuner, and extra strings.
- ♪ **Strings:** Student is required to have a working instrument with bow, rosin, and cleaning cloth in order to enroll in lessons. Cello students must have a rock stop for performances. Student must also have a music stand, metronome, and tuner. EVSM and Andrew's Fine Violins offer rentals for violin, viola, and cello. Please speak with your instructor before purchasing an instrument. Student may need to purchase additional materials upon instructor's request.
- ♪ **Woodwinds:** Student is required to have a working instrument in order to enroll in lessons. Reed players are required to have a minimum of 2 working reeds at all times. Student must also have a music stand, metronome, and tuner. EVSM offers rentals for flute, clarinet, and saxophone. Please speak with your instructor before purchasing an instrument. Student may need to purchase additional materials upon instructor's request.
- ♪ **Percussion:** Student is required to have an acoustic snare drum and/or practice pad, a bell kit, or a piano/keyboard, as well as sticks, a music stand, and a metronome. Student may need to purchase additional materials upon instructor's request.

Waiting Area/Lesson Observation

Children under the age of 9 must be accompanied by an adult at all times. While in the waiting area, please keep noise to a minimum. Parents are welcome to sit in on lessons at any time, but siblings and friends of students are not permitted to sit in on lessons as it can be a distraction to both the student and the instructor and compromise the learning environment.

Practice Requirement

Students are required to attend lessons regularly and practice consistently. Music lessons are a serious commitment, and instructors cannot hold timeslots for students who are unable to attend and/or practice on a regular basis. Student is required to practice the minimum minutes assigned by instructor 5 days a week. Parent is required to sign off on all lesson assignment sheets for students age 4-12. Instructor will notify parent if student is consistently absent, not practicing, or misbehaving during lessons. If issues are not resolved, student will be placed on a one-month probationary period and face possible dismissal from East Valley School of Music.

Recital Participation, Preparation, and Guidelines

East Valley School of Music offers several recitals and performance opportunities for students throughout the year. Please see Calendar of Events or visit our website for a complete list of all recitals and performances.

- Parents must fill out and sign a Recital Participation Form for all formal recitals. This form outlines the arrival time, etiquette, dress code, and other important information for each recital.
- Students should have solo piece(s) memorized and performance-ready no less than 2 weeks prior to a recital. (Memorization is not required for duets and ensemble pieces.)
- Students are required to follow the dress code for each recital.
- Students are required to arrive at least 10 minutes early to all recitals. Depending on the instrument, students may be required to arrive up to 30 minutes early to prepare and warm-up per instructor's request. Students who do not arrive in time to tune their instrument and/or warm-up will not be allowed to perform.
- Students are required to stay for their entire performance set as a courtesy to all of the performers.

Instructor Reassignment

Due to the nature of coordinating timeslots and the schedules of instructors and students, it may be necessary to reassign a student to another instructor. Students assigned to an instructor who leaves East Valley School of Music will be reassigned to another instructor immediately. Per the instructor contract with the school, instructors are not legally permitted to teach students privately, apart from East Valley School of Music.

30-Day Notice of Withdrawal

East Valley School of Music requires a 30-day notice of withdrawal from lessons at any time. To withdraw, please inform your instructor and fill out a Notice of Withdrawal Form to turn in to the front office. If a student is unable to finish out the 30 days, the remaining lessons must be paid for in full. Please be aware that upon withdrawing, you will be charged for any extra lessons accrued while enrolled (extra lessons occur when a student receives 5 lessons during a month).

I, _____, agree to the terms of this contract.
 Print Name of Parent or Legal Guardian

I understand that failure to comply with any of the terms of this contract may result in dismissal from East Valley School of Music.

X _____
 Signature

Date _____

Office contact information:

(480) 895-0007
office@evsm.net

East Valley School of Music
Payment Method Form



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(480) 895-0007 | www.evsm.net

Parent Name or Legal Guardian Name: _____

Student(s) Name(s): _____

Payments

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Please choose from one of the following payment methods:

(Once recorded, this form will be shredded for security)

- **1. Bank Account:** Customer provides a bank account and routing number.

Save \$10 instantly off the first month by using this method

Bank Name _____

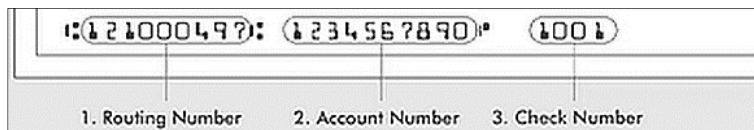
Name on Account _____

Routing # (9 digits) _____

Account # _____

Account Type (circle one) Checking Savings

Sample from bottom of check



- **2. Credit/Debit Card:** Customer maintains current credit or debit card information on file.
 - If a card is declined or expired, East Valley School of Music will contact customer. If payment issues are not resolved by the end of the month, a \$20 late fee will be assessed.

Name on Card: _____

Card Number: _____ Expiration Date: _____

Please write clearly

(MM/YY)

Card Billing Address: _____
