

# Music Studio of Kimberly Keim

Policies August 2024 – July 2025

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*Find us on Facebook at - Music Studio of  
Kimberly Keim!*

## Calendar

Lessons follow the Noblesville Schools academic calendar. 38 lessons are included in tuition throughout the 12-month year with the requirement to take some of these lessons over the summer. The studio will be closed on Labor Day, which will be made up over Thanksgiving week when the rest of the studio has off. Halloween lessons are optional, also to be made up the beginning of Thanksgiving week.

## Missed Lessons

The studio is open 41 weeks of the year to help curb worries about missed lessons. Students can miss up to two lessons per piano year with advanced notice which are made up over the summer. Any more than 2 lessons cancelled by the student or lessons missed with no prior communication will not be made up as they still take up teacher time. Siblings are allowed to take the slot of a sick sibling and have a longer lesson. Students can also opt to have a missed lesson over Marco Polo to keep things progressing.

## Practice Expectations

Students are expected to practice as much as it takes to accomplish the weekly assignments. General practice times are:

<b>Primer and Level 1</b> – 10-15 minutes/4 or more times a week	<b>Level 4 - Intermediates</b> – 25-30 minutes/4 or more times a week
<b>Level 2</b> – 15-20 minutes/4 or more times a week	<b>Beyond the Methods</b> – 30-35 minutes/4 or more times a week
<b>Level 3</b> – 20-25 minutes/4 or more times a week	<b>Advanced</b> – 45+ minutes/4 or more times a week

## Time Slots

Please be on time for your lesson on both sides of drop-off/pick-up. If a student is running late, we'll fill whatever time is left in their allotted time. Students are scheduled back-to-back so please be mindful other students' paid time by not arriving more than 5 minutes early or being late to pick up.

## Snow Day Lessons

Snow day lessons can be taken as usual, made up over the summer, or taken online that day. There's one lesson built-in per year for snow days or teacher sick days. If any more should occur a prorated will be given in July when the piano year wraps up.

## Summer Lessons

There are 7 flex weeks of lessons offered over the summer starting after Memorial Day. Four of these lessons are included in tuition and the other three weeks are used for missed lessons throughout the year. It is required to take or pay for lessons during June and July to reserve your slot for the fall. These lessons run as a sign-up schedule, so they can be as flexible as needed! Some students will have more or less summer lessons based on whatever gets them to their 38 lessons per year.

## Tuition

Tuition is based on the annual cost of piano lessons for an entire year and divided into 12 equal payments. Included in tuition are 38 lessons, books, recital rental fees, studio upkeep, games, incentives, tax, and all costs it takes to run the studio and teach. Invoices will go out to each family before the end of the month. I accept cash, check, and payment online through My Music Staff, Venmo, or Chase Pay. Autopay is also available. (Information on the student login from my website will be provided.) Rates for August 2024-July 2025 are as follows:

- 30-minute lessons - \$94/month
- 45-minute lessons – \$138/month
- 60-minute lessons - \$180/month

Payment is due by the 12<sup>th</sup> of each month regardless if the studio is on break or not. Payments received after the 12<sup>th</sup> will result in a 5% late fee. Those not paid by the 3<sup>rd</sup> Sunday of the month will result in a cancellation of lessons until payment is made. If pay is still not received by the first of the next month, your slot is forfeit to someone on the waiting list.

## Ending Lessons/Long Breaks

Deciding to end lessons is one that should be discussed with the student, parent, and teacher. There will be no refunds of payment should this occur mid-month and missed lessons from the year will not be made up. Should you find the need to take a few months off, tuition is still due to hold your spot. Otherwise, your slot will be filled from the waiting list and you may have to wait for a slot to open upon return. The teacher also reserves the right to end lessons if practicing does not occur or other circumstances arise.

## Recitals, ISSMA, and Competitions

Recitals occur once a semester at Preservation Hall in Downtown Noblesville. I understand conflicts arise and students may not be able to perform, but making them a priority is always rewarding!

ISSMA contest will be encouraged to intermediate students and above as a way to get outside evaluation and earn medals! Hoosier Auditions, AIM Music Festival, Young Hoosier Piano Competition, and other competitions are also available for participation. Competition fees are not included in tuition.