

Lesson Policies 2024

Guitar and Pedal Steel Guitar Lessons with Elizabeth Day Music/ Root Note Studio Nashville



Scheduling:

- Scheduling commitments are booked and billed **per calendar month**.
- Lesson durations are scheduled in 30- or 60-minute time slots, with options of weekly and biweekly frequency.
- Lesson rates are listed on the website:
<https://www.elizabethdaymusic.com/student-policies-and-rates>
- If you will be missing any week(s) in an upcoming calendar month, let me know as soon as possible, and let your payment reflect the number of lessons you will be attending.
- All calendar months will be scheduled and billed as **4-week months**. If a month contains 5 weeks with 5 lesson days, **the 5th week will be a week off***.

Rescheduling:

- Once the month is paid for and committed to, there is no flexibility for rescheduling. A missed lesson will result in forfeiting that week's lesson.
- Students are encouraged to utilize Zoom when unable to make their in-person lesson due to any reason (ie: inclement weather, traffic, logistical issues, unexpected travel, illness, etc).
- Emergency circumstances will be considered on a case by case basis. In select cases, we'll have the option to save lesson credit(s) to be rescheduled during a 5-week calendar month.

Billing:

- **Payment is due on the first business day of the month** for your 4 weekly scheduled lessons. (2 scheduled lessons if biweekly). Confirmation of payment will be sent via email.
- Payment is accepted through Venmo, cash, and check.
- Late payments (6 days or more) are subject to an additional \$10 processing fee.

Sickness:

- If a student or teacher has a fever, cold symptoms, or is feeling unwell, it is requested that we **meet via Zoom** instead of in person.
- In the event of sickness that results in a missed lesson, each situation will be considered individually. If needed, it may be treated as an emergency circumstance using 5th week lesson credit(s).

Holidays and Gigs:

- If the studio is to be closed, you will be notified at the beginning of the calendar month via the monthly scheduling/billing check-in email.
- If you have a gig, performance opportunity, educational opportunity, or a concert to attend- great! **Opportunities of this nature are highly encouraged as part of the curriculum!**

****If a performance opportunity comes up last minute and conflicts with your lesson, rescheduling for a 5th week credit will be the standard practice.**