

Carolyn Emery Piano Studio Information and Policies

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My goal is to give you an enjoyable learning experience. I have fun with teaching, and I like my students to have fun as well. I have high expectations for my students and want to see them succeed and progress each week. I try to keep a good balance between work and fun. On one hand, practicing is essential for success; on the other, the piano is a beautiful instrument that has given me so much joy and I would like to pass that joy on to you.

Tuition

$110 per month for weekly 30-minute lessons* (See page 3 for part-time tuition rates)

Although the number of lessons received each month may differ, tuition is based on a set amount of lessons throughout the year (40 lessons in 2026), and is broken into equal monthly payments. All listed cancellations have been taken into account.

Partial month tuition will be charged at a prorated amount based on how many lessons remain in the year.
Lessons are valued at $30 each for weekly lessons.

Students are responsible for the cost of books and supplies.
I will provide the materials but require payment before they will be provided for use.

Tuition is due on the first day of every month. I accept Venmo (preferred), personal checks, and cash.

***Lessons that fall on most Holidays, Spring, Fall & Winter Recess, and Vacation dates will be cancelled. There may be additional "Studio Balance Cancellations" to keep tuition fair and balanced throughout my studio. (Please see Cancellation Dates at the bottom of page 3 for more details.)**

Considerations

Please remember that my studio is also my family's home. In consideration of that, please follow these simple rules:

- **Do not open the door yourself.** Ring the doorbell or knock and wait for me to answer the door.
- **Do not park in, or block the driveway.** You may use the driveway for pick up and drop off ONLY when rain or snow blocks the gutter. Once your student exits your vehicle, please pull it into the street to park. Otherwise keep the driveway clear to allow my children to safely play, and to allow my other family members to park. Please ALWAYS keep a close eye out for children and obstacles!
- **Please remove your shoes and place them in the tray behind the door**.
- **No food, drink, or gum allowed**. (Please inquire about exceptions.)
- **Please reschedule if the student is feeling unwell and/or has a fever**. Students MUST be symptom free for 24 hours prior to their lesson. No sick family members are allowed.
- **Parents and siblings are ONLY allowed if they sit quietly and do not cause a distraction.** It is important for me to draw boundaries and establish a relationship with the student without interruptions and noise. Keep in mind that most students are more engaged and willing to try new things when they don't have an audience.
- **Groups of 3 or more spectators are strongly discouraged and should wait outside in their vehicle.**

Rescheduling, Tardiness, and No-Call/No-Shows

I understand that unexpected things happen, but please realize that once we agree on a specific time slot that I am setting aside my time for you. If you cannot attend a lesson for any reason, please notify me via text or email as soon as possible, with a minimum of 6 hours notice required in order for the lesson to be rescheduled.

- If sufficient notice is given you will be placed on a notify list when a potential time slot becomes available to reschedule the missed lesson, the student may attend a group lesson (see below), or the lesson will be considered a studio balance cancellation at my discretion.
- If insufficient notice is given, you will **not** be offered the option to reschedule, attend a group class, or apply the missed lesson towards a studio balance cancellation. Exceptions may be considered at my sole discretion.
- If no notice is given, the lesson is considered a no-call/no-show. No-call/no-shows will **not** be offered the option to reschedule, attend a group class, or apply the missed lesson towards a studio balance cancellation. Excessive no-call/no-shows will result in being dropped as a client with no refunds given.

I reserve the right to deny reschedule requests if I feel this policy is being abused. If I need to cancel a lesson, I will give you as much notice as possible and give you the option to reschedule or attend a group lesson. No credit or refunds will be given for missed or cancelled lessons.

I do request that all students be on time. If you are late, a portion of your lesson will be lost, and the lesson will conclude at the normal time. My students are scheduled very close to each other. Therefore, to respect the privacy of other clients, please do not come to the door before your scheduled time. Students should leave or be picked up promptly after the lesson has concluded. In the event that a student is left at my home outside of their scheduled lesson time, a fee equal to my hourly rate will be assessed ($1 per minute).

It is the responsibility of the student/guardian to remember to attend lessons as I do not send out reminders. In the event that I am not home, please wait until the agreed upon time. Some of my students are taught at other locations, and I require sufficient time to return to my home studio. I will always call or text if I will be late or need to cancel.

Breaks, and Discontinuation

I require 30 days notice to discontinue lessons, take a break, or to hold a time slot.
Partial month tuition is charged based on how many lessons were attended vs. the amount paid in that calendar year.
Pending reschedules on your account must be used within 30 days of the last paid lesson.
Pending reschedules may not be used to discount the final monthly tuition.
No refunds will be given for lessons that are not rescheduled or attended.
If insufficient notice is given, there will be a $60 fee (per student) to cover the time that it takes to fill the empty slot.
If you take a break from lessons, I reserve the right to fill your time slot. If you would like me to hold it for you, I will do so for up to 3 months at a rate of $20 per week for each student.

Practicing & Lesson Preparation

I expect my students to set aside practice time every day. A piano or a keyboard with weighted keys and pedal will be needed to practice at home. I will assign practice amounts based on each student's skill level. A good rule of thumb is to be able to play the assigned pieces 5 times through, with no mistakes by the end of the learning week (this may take a few weeks for more complicated pieces). This will make a more enjoyable learning/teaching experience for everyone. Remember that practicing at home is a large part of the student's overall progress! Always bring all assigned books, practice charts, and flashcards to your lessons.

Group Lessons

Approximately once per month, I host a small group class. These classes might focus on performance, rhythm, or theory. A group lesson may be attended in addition to normal lessons for $30, or instead of a rescheduled lesson. These are 30-minute classes taught in my home. Rescheduling policies apply to group lessons. Group lessons have limited attendance so pre-scheduling is preferred. Please inquire about availability.

Part-Time Lessons

I offer lessons outside of the normal weekly schedule if desired. These lessons are considered part-time lessons and are charged at a rate of $40 per half hour. Part-time lessons offer more flexibility for taking breaks, and there is no obligation to a set amount of lessons per year. Tuition is due on the first day of the month for bi-weekly lessons, or at the beginning of the lesson for single monthly and individual lessons. Individual, bi-weekly, and single monthly lessons are subject to availability. Normal reschedule policies still apply.

Recitals

I aim to hold 1-2 recitals per year and participation is encouraged for all students. Recitals are an excellent motivator, as well as an opportunity to let those talents shine through to an audience. I enjoy seeing everyone working together to create an enjoyable experience and it is always a fun event! There will be a small fee to cover incentives and costs of the venue. Recital Date: TBA

*Cancellation Dates for 2026:

Maternity Leave: November 24, 2025 – January 31, 2026
Yearly Vacation: TBA
Spring Break, April 6-10, 2026
Juneteenth, June 19, 2026 (Friday)
Independence Day, July 4, 2026 (Saturday)
Pioneer Day, July 24, 2026 (Friday)
Fall Recess, October 15-16, 2026 (Thursday – Friday)
Halloween, October 31, 2026 (Saturday)
Veteran's Day, November 11, 2026 (Wednesday)
Thanksgiving Break, November 25-27, 2026 (Wednesday – Friday)
Winter Recess, Dec. 21, 2026 – Jan. 1, 2027
Recital Date: TBA

*Studio Balance Cancellations for 2026:

These are applied as convenient, and balance all students out to 40 lessons per year.

Tuesday Students will have 4 studio balance cancellations (TBA)
Wednesday Students will have 2 studio balance cancellations (TBA)
Thursdays Students will have 2 studio balance cancellations (TBA)
Friday Students will have 0 studio balance cancellations (TBA)

*** Students that do not attend the full year will have cancellations adjusted accordingly.
January 2026 Version, subject to change at any time.