



1015 3rd Avenue | New Brighton, PA 15066 | 724-843-9380  
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[www.brightonmusic.com](http://www.brightonmusic.com)

## **STUDENT POLICY**

Brighton Music Center is committed to creating a positive learning and teaching environment for its students and staff. For this reason, it is important that all students and parents understand and abide by the studio policies as outlined.

### **Tuition Payment**

Our lesson rate is \$25 per 30-minute lesson, billed monthly for all lessons scheduled.  
*Effective October 1, 2022*

Monthly tuition includes weekly, private, half-hour lessons. Tuition is the same regardless of how many weeks are in the month or number of lessons taken due to holidays, etc. Tuition is paid automatically by debit/credit card through your registration and is billed every 1st of the month with a 7-day grace period for late payments. If your lesson enrollment starts mid-month, the first billing is prorated. If tuition is not paid after the 7-day grace period, the instructor and store have a right to cancel/withhold lessons until payment is made in full. If the account is behind 2 or more payments, the reserved lesson time is removed and lessons will be put on hold until balance is paid.

*All students will sign and return a Student Policy to the teacher and Brighton Music Center, assuring they understand and agree to Brighton Music Center's policies.*

### **Student Attendance**

Consistency and commitment are the keys to developing and mastering any pursuit, including music. Therefore, students are encouraged to attend every lesson in order to advance their skills.

### **Student Cancellation Policy**

Students must cancel their lesson through communication with the teacher. If there is an emergency and the student/parent is unable to reach the teacher, please contact the store to notify them. All cancellations under 24 hours are under discretion of the teacher whether or not a Make-Up Credit will be granted. If enough notice is given for a cancellation, the lesson will be marked as Not Billable and a credit will be applied as decided by the teacher. If a student wishes to pause lessons, payments will be put on hold and the lesson time will not be reserved. When they wish to continue lessons, they must contact the store or the teacher to be scheduled again.

### **Make-Up Credits**

If a teacher discerns an absence valid for a make-up credit, their attendance will reflect as such. Make-up credits will expire after 45 days. If the Make-up credit expires, the student will be credited back the amount for the lesson.

### **Lessons Canceled by Brighton Music Center/Instructor**

The following is a list of holidays that the store is closed and lessons will not take place. If the instructor is not available to reschedule or the lesson cannot be made up online, the tuition amount will reflect the holiday month.

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

In the event of weather conditions, Brighton Music Center will send out a notification via TeacherZone to all instructors and students no later than 12PM for mandatory cancellation if need be. Brighton Music Center does not follow the public/private school weather closure schedules. If the instructor or student cancels for weather related reasons, the lessons must be rescheduled in person or online. If there is no option to reschedule, the instructor must notify the lesson administrator the same day of cancellation.

**Membership Cancellation Policy**

***Tuition payments are non-refundable if the student wishes to quit within the month; we encourage everyone to finish the entire month of lessons.*** If you do wish for lessons to be canceled or put on pause, please notify the lesson admin at least 1 week before the end of the month to ensure you will not be billed.

**Store & Student Responsibility**

- Students will be held responsible for any damages they may cause to Brighton Music Center property.
- Brighton Music Center holds no responsibility or liability for minors.
- Parents/legal guardians of minors waive the right to pursue any legal action towards Brighton Music Center or instructor for any injury sustained while at Brighton Music Center.

**Teacher Clearances**

All teachers within Brighton Music Center are required to have their teaching clearances (Act 33, 34, 114 Clearances). For younger students, parents may sit in the studio for the duration of the lessons if they desire. Teachers are to contact the parent/guardian cell phone/email for communication if the student is under the age of 18. Students may utilize the chat tool in TeacherZone, which is monitored by BMC admin, to speak directly with the teacher about assignments given. We at Brighton Music Center take professionalism very seriously and are committed to providing the best education of our students.

**By enrolling in lessons at Brighton Music Center, you hereby acknowledge that you have read, understood, and agree to the terms outlined in the LESSON STUDENT POLICY.**

Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Parent/Guardian if student is under 18)*

*\* This policy applies to all students enrolled and supersedes any previous policies and/or contracts \**