

CGPAC Voice/Piano Lesson Agreement 2024-2025

Student Name: _____

Teacher/Day/Time: _____

Thank you for choosing a timeslot for your voice/piano lesson. We have committed to holding your lessons at the above noted time for the school year.

We understand that you may have a planned, or possibly an unexpected absence and want to review the process by which we run these private lessons.

Classes will meet for 29 weeks out of the school year:

Tu 9/3 - M 11/25

(make-up lessons may be planned on Tu/W 11/26-11/27)

Su 12/1 - Sa 12/7

*We plan to have an optional winter performance option in November/December, date/time TBA.

(no lessons Su 12/8-Sa 1/11, make-up lessons may be planned 1/8-1/11)

Su 1/12- Sa 3/15

(make-up lessons may be planned during Su 3/16-Sa 3/22)

(spring break Su 3/23-Sa 3/29)

Su 3/30-Sa 5/17

*We will plan to have an optional spring voice/piano recital in early May, date/time TBA.

Student Absences and Make-up Classes:

When we ask a teacher to work a specific time all year to secure your lesson time, it is only fair to pay them for their hours, even if a student misses their lesson. We have collected tuition to pay your teachers whether you come or not.

Pre-Planned Absence Policy:

If notice is given either to CGPAC1@gmail.com or directly to the teacher at least 24 hours before a lesson, we will count this as a lesson to be made up. We will reschedule at least 1 lesson per semester.

If you look ahead and see that your lesson time will consistently have conflicts, please let us know ASAP so we can attempt to switch your permanent time.

**Lessons canceled within the 24 hr required notice will not be made up.*

Please always email CGPAC1@gmail.com if you are sick on the day of a lesson so we can let your teacher know not to expect you.

Dropping/2 Week Notice:

In the event that you choose to discontinue your private lessons, please give us 2 weeks notice via email to CGPAC1@gmail.com. If you prepaid in full with the 10% discount or chose the 3-pay option and withdraw from the lessons, you will be charged as if you had signed up for the 9-payment plan and any over payment will be put back on your CGPAC account to use in the future.

Classroom Etiquette and Practice:

Please see that your student brings their music/pencil/books, etc to every lesson. Teachers will assign "homework" and it is expected that the student will practice at home in between lessons.

Signatures:

We have discussed these expectations and rules, and look forward to a great year of private lessons at CGPAC.

Parent: _____ Date: _____

Student: _____ Date: _____

Please return this signed form to the CGPAC front office either in print or via email.