



Violin Studio Policies

Hello! I'm so glad that you are thinking of joining my studio. Here are some of my policies that I ask families to follow during the 2021-2022 school year.

Parents:

Practice Partners: Families who study with me should designate one adult practice partner (usually a parent) to bring the student to lessons, take diligent notes during the lessons, ask questions at appropriate times during the lessons, daily play the recording for the student, and daily practice with the student at home. Unless a student has been approved to practice on their own, this practice partner should be present during lessons and practices at all times. Please prepare for your child's lesson by silencing your phone. **Please do not check your phone or answer calls during lessons.**

Parent Education: To prepare parents to help their children along this musical journey, I offer two 45 minute parent education sessions (parents only, please arrange child care). These sessions are required for families who are new to the violin and heavily encouraged for transfer students. The total cost of my parent education program is \$60.

COVID: Until further notice - everyone who comes to lessons (including siblings) must wear a face mask that covers both the mouth and nose. I am fully vaccinated, **but if you or any family member shows symptoms of illness (of any kind - cold or flu or COVID) please stay home and opt for an online lesson!** If anyone shows symptoms of sickness (coughing, runny nose, fever etc.) during an in-person lesson, I will end the lesson early without makeup or a refund. Please bring your own stand and books to lessons.

Important Dates:

Summer Session: June 1st, 2021- August 8th, 2021

Los Angeles Suzuki Institute - No Lessons: June 13th - 17th, 2021

Hartt Suzuki Institute - No lessons: August 1st - August 9th, 2021

Fall Session: August 9th, 2021 - December 31st, 2021

Winter Session: January 1st, 2022 - May 27th, 2022

Fall Workshop: September 19th, 2021 (IN Walnut)

Teacher Break: November 5th - 12th, 2021

Thanksgiving Break: November 22nd - 26th, 2021

Christmas Break: December 20th - 31st, 2021

Spring Break: TBA - 1 week 2022

Recital Dates will be announced two months prior to the concert date.

Tuition: This upcoming studio school year will start on August 9th, 2021 and end on May 27th, 2022. The tuition schedule below shows the costs associated with studying with my studio during the school year months only (summer session information below). **A studio fee that covers the cost of recitals, workshops, and other studio events has been built into the tuition rates.**

Lesson Amount	Annual	Bi-annual (2)	Monthly (10)
30 Mins	\$1,455	\$728	\$146
45 Mins	\$2,084	\$1,042	\$208
60 Mins	\$2,750	\$1,375	\$275

Summer Session: The summer session runs from June 1st- July 30th, 2022. In order to reserve a spot in the studio for the 2022-2023 school year, each student is expected to attend at least 6 out of the 8 offered summer lessons in 2022. Please discuss your summer plans with me as soon as you know them. I am open to lengthening lessons or having multiple lessons a week during the summer or online lessons to work with your schedule. Summer tuition can be paid in either one or two installments depending on parent preference. The summer tuition schedule is shown below:

Duration	30 Minutes	45 Minutes	60 Minutes
6 weeks (minimum)	\$210	\$312	\$420
7 weeks	\$245	\$364	\$490
8 weeks (Full)	\$280	\$416	\$560

Payment: Families have the option of paying annually, bi-annually, or monthly. There are no sibling discounts available. The due dates for each payment are listed below.

- Annual - Pay in full by August 9th, 2021
- Bi-Annual - Payment 1: August 9th, 2021; Payment 2: January 3rd, 2022.
- Monthly - **Payments must be submitted by the first lesson of each month.**

Payments can be made with cash or personal checks addressed to "Joycelyn Choo". I also accept electronic Zelle transfers to my email Joycelyn.a.choo@gmail.com. I will be sending out a billing statement the week before tuition is due. If I do not receive the payment or notification of the payment by midnight of the due date, the payment is considered late. If a payment is turned in late, families are responsible for a \$20 late fee. If a family has turned in late payments more than 4 times then the late fee increases to \$30.

Missed Lessons: I do not offer refunds, lesson credit, or make up lessons under any circumstances. Rescheduling lessons are not permitted. When a student needs to miss a lesson due to any reason (sickness, late, family emergency, vacation etc.) your following options are:

1. Ask another family in the studio to switch spots for the week (don't forget to notify me).
2. Forfeit the lesson.

Tardiness: To get the most out of your lessons with me, I recommend that you arrive 5-10 minutes early to find parking and set up. Please come in quietly so you do not disturb the lesson before you. If you are late to a lesson, I **will not** be able to make up the lost time by pushing the lesson later. There will be no refunds or make-ups for late lessons. Please text me if you are going to be late so I can know to wait for you. **If a student is more than 15 minutes late to a lesson without notification (and the parents are unresponsive to calls, texts, or emails), I will consider that lesson a forfeited lesson and will reserve the right to leave early after 15 minutes.** If I am more than 15 minutes late to a lesson or if I cancel a lesson, I will give you a makeup lesson or a refund.

Performances: In person recitals have been on pause currently due to COVID. However, usually, mandatory student recitals happen twice a year. Even if your student is not ready to perform, they are still required to attend the recital. Please plan to stay for the entire recital to celebrate your and other student's success. If we are unable to host a recital for any reason (COVID)- another performance opportunity will be provided. The recital fees are built into the tuition rates.

Fall Workshop: Every fall, I invite a special masterclass teacher to teach a Suzuki workshop for my students. This workshop is mandatory for all students. It includes one masterclass (and sometimes one group class) with the teacher. The cost of the workshop is built into the tuition rates.

Group Class/ Ensembles: It is highly encouraged that students attend a group ensemble (Orchestra - when applicable). Group class is on hold for the 2021-2022 school year.

Instruments: Picking the right instrument is absolutely crucial to your child's success with the violin. Do not select new instruments without consulting me (moving to a bigger size/getting a first instrument).

Communication: Parents, if you have any questions or concerns about your child, please feel free to email me to schedule a private conversation (please do not text about this). I will be sure to respond to emails within 48 hours. When applicable, please let me know of anything (family situation) that may hinder your child's progress. **Please reserve texting for urgent needs only - emails are my preferred method of communication.**

Saying Goodbye:

There will come a time for each student, when they are ready to move on from my studio (moving, graduation, etc). In order to provide closure to this chapter in the student's musical journey, I require all leaving families to attend at least 4 weeks of "goodbye lessons".

Students:**Fingernails:**

If a student comes to a lesson with long fingernails, they will be charged 10 cents for every nail that is too long. The money will be added to the "tip jar". Occasionally, I will give opportunities for my students to win the money in the tip jar.

Listening:

Listen to the full recording of your suzuki book at least once a day, EVERY DAY. Listening propels progress forward and is essential to a violinist's development.

Practicing:

I would like all students in my studio to practice 6 days a week with their practice partner. If a student shows consistent lack of practice, they will be placed on probation. If they continue to come unprepared to lessons due to lack of practice, they will be excused from a lesson (the cost of that lesson will also be forfeited). After the first excusal, if they continue to come unprepared to lessons, I will invite them to join a different studio.