

Jennifer Merry Music

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Studio Policies, 2023-24

General: For the 2023-24 School Year, I will be offering both In-Person and Online lesson options. In-Person lessons are held in my home studio at the location listed above.

I offer weekly private piano lessons for beginners and elementary thru advanced pianists. I also offer small group lessons for beginning pianists, as well as voice lessons for elementary and intermediate students. (Please see *Lesson Offerings* on my website for more information). I do not require students to audition, but welcome all families who are serious about music study and committed to practice. My curriculum is based on a "general musicianship" approach to music learning, which includes music reading, repertoire and performance, theory, technique, ear training and some creative work. Jazz and popular repertoire may be included along with more traditional classical repertoire.

Calendar: Lessons are given on a semester basis, with a Fall semester of 16 weeks (late August thru mid December), and a Spring semester of 21 weeks (January thru early June). Appropriate breaks for holidays and Spring break are included. I generally follow the Glenview District 34 school calendar.

New Students: New students may take a free trial lesson or observe other lessons before signing up. The first month of lessons may be paid for on a weekly basis: after that trial period, students will pay for the remaining balance of the semester. Adult students may elect to pay monthly.

Practice: Consistent practice is the key to success at the piano! Students are enrolled with the understanding that they will practice a minimum of five days a week. Practice requirements are as follows:

Grades K - 2	20 minutes a day (or 10 minutes twice a day)
Grades 3 - 5	30 minutes a day (or 15 minutes twice a day)
Grades 6 - 8	45 minutes a day
Grades 9 -12	60 minutes a day

Students who are not fulfilling the practice requirements will necessitate a parent/teacher conference and a possible termination of lessons.

Performances: A Fall recital is held in December, and a Spring recital is held in May. These recitals are held in-person with the option of online students participating via Zoom. All students are expected to participate. Other opportunities to perform during the year include the NSMTA Sonata/Sonatina Festival in February, the AIM theory and performance exams, and other local solo and ensemble contests. Some of these events may have online options, and participation is strongly encouraged.

AIM Exams: Students may choose to participate in the Illinois State "Achievement In Music" exams, which are sponsored by the North Shore Music Teachers Association. These progressively graded exams offer excellent opportunities for yearly goal setting and objective evaluation of each student's progress at the piano.

Missed Lessons: The time reserved for your child's lesson is a weekly commitment by both teacher and student and should take priority over other activities. If a lesson is missed because of illness, the time may be made up at my discretion, if I am notified by 10 AM on the day of the lesson. Lessons cancelled at the last-minute cannot be made up. Lessons will not be rescheduled for extra-curricular activities, vacations, sports, etc. Missed lessons will not be refunded. Students may elect to be on a "swap list," where they may occasionally switch lesson times with another student on the list. I will also have "make up lesson days" during the semester for students with excused absences. If I must miss a lesson, I will make up the lesson at a mutually convenient time.

Weather Related Cancellations: If Glenview School District 34 cancels school for weather (snow/cold), any in-person lessons will be offered online instead.

Tuition and Fees: Tuition is paid in two installments for the Fall semester, and three for the Spring, with an invoice being submitted a few weeks before the due date. Tuition is due **before** the first lesson of each semester. Please see *Tuition and Fees* for more specific information. I currently accept payment thru Zelle or personal check. There are no refunds, and no lessons will be taught on credit. Payment plans may be arranged: please see me for details.

Materials: Students are expected to purchase the materials required for their course of study; also required is a three-ring binder, in which lesson assignments will be stored. A list of recommended local music retailers and online music sites are listed on my website. I occasionally purchase music books to sell to students: for these I bill the student for the cost of materials plus sales tax.

Recording: I will occasionally record student performances at their lesson, in both audio and video format. I will also occasionally take photographs of students in the studio, at recitals or other events. These recordings or photos may be used in teacher workshops, on my website or in studio newsletters with permission.

Miscellaneous: Regular care and tuning of the piano that the student plays on is very important, both for the life of the instrument and the progress of the student. Electronic keyboards may be used if they meet certain criteria. Please see *Recommended Piano Tuner/Technicians* and *Electronic Keyboard Requirements* on my website for more information.