

## Office Use Only

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

Teacher \_\_\_\_\_

Lesson Date/Time \_\_\_\_\_



## Lessons

Mrs. B on the Keys is a music studio that provides individualized instruction for piano, vocal, brass, woodwind, and percussion students ages 4 and up. Each lesson involves an element of fundamental techniques of musicianship and theory. Individual, group, & virtual lessons are a great addition to enhancing students' minds. Lessons are scheduled during the Fall Semester (August-December), Spring Semester (January-May), & Summer Semester (June-July). Students should be on time for their assigned lessons with all required materials.

## Tuition and Billing

Yearly Registration Fee = \$55 - The initial fee includes music theory and practice books. This fee is nonrefundable.

Monthly Tuition Payments \$125.00 (Individual Lessons) & \$115 (Group Lessons)

**\*\*Payments must be submitted via online invoice or in person by the 1st of each month to receive lessons. Any payment received after the 5th of each month will be considered late. Payments will not be accepted by mail. We accept cash and most major credit cards.**

**Please be advised that a \$25 late fee will be applied to the monthly invoice for payments received after the 5th of each month.**

## Summer Semester Calendar of Events

Monday, June 2, 2025- Summer Semester Classes Begin

Thursday, June 19, 2025- Juneteenth Holiday (Studio Closed)

Friday, July 4, 2025- Independence Day (Studio Closed)

Friday, July 18, 2025- Last Day of Summer Semester Classes

## Music Materials

- Lesson and Theory books (provided by the instructor)
- Piano or keyboard with at least 61 keys or an instrument of study
- Binder with paper or notebook, and a pencil
- Virtual students- Internet access, an electronic device with a camera, and access to Zoom or Google Meet for virtual lessons

## **Missed Lessons**

If a student misses a lesson, it will be rescheduled at the teacher's **discretion**. The studio is closed on scheduled holidays, and holidays are not rescheduled.

## **Practice**

Without regular practice at home, the student will practice during their lessons, rather than refining and learning new skills. Practice is **not** about playing or singing through a piece once or twice. Effective practice consists of stopping to work on notes or rhythms that are frequently missed. Practice skills are taught in the lessons, and students should utilize these skills at home. Younger students need parental help in finding time to practice and knowing how to practice. As students mature, they should be able to take on the responsibility of practicing daily and correctly.

*Suggested daily practice times (these times can be split into two shorter sessions each day):*

4-8 years old: 15 minutes 9-11 years old: 25 minutes 12-15 years old: 35 minutes 16 and older: 45 minutes

Learning to play a musical instrument is one of the most rewarding experiences in life. It is enjoyable but also involves work. Regular practice is essential to any student's progress, no matter how talented he or she may be. They need support, especially in this endeavor. I sincerely hope that combining my teaching and your encouragement and discipline at home will make studying music a wonderful experience.

## **Communication**

REMIND APP, emails, phone calls, and text messages during the day are fine, however, there may be delayed responses when teaching. If the instructor cannot be reached, please leave detailed messages, and you will be contacted within 24 hours. The studio's phone number is 601-345-8918.

**Download the REMIND APP and stay up to date with the studio's reminders and alerts. This app allows parents and students to have a safe, direct communication with their teacher.**

Pick a way to receive messages for Mrs. B on the Keys:

**A** If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

[rmd.at/694c8a](https://rmd.at/694c8a)

Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.

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**B** If you don't have a smartphone, get text notifications.

Text the message [@694c8a](https://t.me/694c8a) to the number **81010**.

If you're having trouble with **81010**, try texting [@694c8a](https://t.me/694c8a) to **(469) 804-8093**.

\* Standard text message rates apply.

Don't have a mobile phone? Go to [rmd.at/694c8a](https://rmd.at/694c8a) on a desktop computer to sign up for email notifications.

## Common Area

At no point will Mrs. B on the Keys be held responsible for unattended siblings/children. While you are welcome to wait, we ask that siblings/children be supervised by a responsible adult and remain in the common area.

## Dismissal Policy

Mrs. B on the Keys is committed to providing a positive, respectful, and productive learning environment. Students and parents/guardians are expected to maintain courteous and appropriate behavior at all times, including during lessons, recitals, and all studio-related communications and events.

The Studio Owner reserves the right to dismiss or terminate a student's contract at any time, without refund, for behavior that is disruptive, disrespectful, unsafe, or otherwise detrimental to the learning environment or the well-being of the instructors, other students, or the studio. This includes, but is not limited to, repeated failure to follow instructions, inappropriate language or conduct, harassment, destruction of property, or any form of abuse or misconduct.

Dismissal decisions are made at the sole discretion of the Studio Owner and are final.

### Primary Emergency Contact

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Would you like us to share relevant medical information with this person in case of a medical emergency? ☐ Yes ☐ No

### Secondary Emergency Contact

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Would you like us to share relevant medical information with this person in case of a medical emergency? ☐ Yes ☐ No

### Voluntary Disclosure of Emergency Medical Information

If you would like to disclose any medical information that would help us respond to a medical emergency, such as food allergies, please use the space below to share.

Allergies: \_\_\_\_\_

Medical Alerts:

\_\_\_\_\_  
\_\_\_\_\_

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

### Photo Release

I, \_\_\_\_\_ (parent/guardian), on behalf of \_\_\_\_\_ grants Mrs. B On The Keys permission to use photographs/videos taken during the Summer Semester 2025 for any legal use, indicating but not limited to: publicity, copyright purposes, illustration, advertising, and web content.

Furthermore, I understand that no royalty, fee, or other compensation shall become payable to me because of such use.

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

**Sign below, indicating that you have read and agree to the policy and its terms. A signed copy and registration fees must be received before the start of lessons. Please keep a copy for your records. Feel free to contact me if you have any questions or concerns. I am looking forward to an awesome semester filled with musical joy!**

**Parent/Guardian Contact Information**

Parent/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Home/Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

By signing this contract, the student and/or parent agree that tuition for the semester, June 2, 2025- July 18, 2025, is payable in two calendar months, regardless of the number of lessons in any month. Students and/or parents are allowed to pay tuition in monthly installments. **Please be advised that there is a late fee of \$25 for payments received after the 5th of each month.**

Parent or Guardian/Adult Student

I agree to the above policies and wish to sign up \_\_\_\_\_  
for Summer Semester, June 2- July 18, 2025.

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

**STUDENT:**

I agree to adhere to all policies and procedures, pay careful attention to my assignments, and commit to a regular practice schedule.

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