

# Treble Training Music Lessons

## Policies and Enrollment for the Summer Semester

June 1 – July 31

---

### Tuition

During the summer months, please let Allison know how many weeks you would like to do each month. The amount due will be based on your weekly lesson rate and how many weeks you choose.

Tuition for the upcoming month is **due by the final lesson of the preceding month** (for example, July's tuition is due at the last lesson in June). Invoices for the upcoming month will be sent one week prior to the payment due date.

A travel fee will be added based on the distance, gas, and tolls required for Allison to commute to the lesson location.

Allison accepts payment via Zelle, Venmo, cash, or check. Checks should be made payable to **Allison Huntley**. For Zelle and Venmo payments, Allison is registered under her phone number **(972) 322-1523**. The Venmo username is **Allison-Huntley**.

---

### Rescheduling and Cancellations

A **minimum of twenty-four (24) hours' notice is required to reschedule lessons**. In the event of illness, a lesson may be rescheduled without 24 hours' notice; however, please notify as soon as possible.

---

### Make-Up Lessons

In the event that a lesson is rescheduled, the make-up lesson must be completed **within two (2) months** of the originally scheduled lesson date. If the make-up lesson is not taken within this time frame, it will be considered **forfeited**, and the lesson will still be charged.

---

## Allison's Schedule

In the event that Allison must miss a lesson due to illness or emergency, the lesson schedule will be adjusted to allow for a make-up lesson. Alternatively, at Allison's discretion, a lesson credit may be issued for use in the following month, or give a refund.

On occasions when Allison travels and lessons are not held, tuition will not be charged for that week.

---

## Discontinuation of Lessons

If a student chooses to discontinue music lessons, a minimum of two (2) weeks' notice is appreciated.

---

## Communication and Supervision

**Allison's administrative office hours are Mon.-Friday from 10am-3pm.** Please allow a response to your messages within her office hours.

For students under the age of eighteen (18), or if still in high school, **all communication regarding lessons must be conducted by a parent or legal guardian.**

When lessons take place in the student's home, **a parent or legal guardian must be present for the duration of each lesson.** The presence of an older sibling does not satisfy this requirement.

---

## Fragrances and Commercial Cleaning Products

Allison has an allergy to artificial fragrances and is unable to work in homes where strong artificial scents are used. This includes, but is not limited to, air freshener plug-ins, scented laundry detergents, cleaning products containing excessive chemicals, and bleach.

If Allison experiences an allergic reaction while teaching in your home, she will make a reasonable effort to work with you to identify and resolve the cause. If no resolution can be

reached, Allison reserves the right to **discontinue lessons**. In such cases, a **refund will be issued for any remaining lessons for the current month**.

---

## **Right to Terminate and Policy Changes**

Allison reserves the right to **terminate lessons at her discretion** for any reason.

Please review these policies carefully prior to signing.

---

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_