

a training, performance & recording venue



DEAR STUDENTS & FAMILIES,

WELCOME TO THE MUSICBOX! WE ARE SO EXCITED TO EMBARK ON THIS JOURNEY WITH YOU!

IN THIS ORIENTATION PACKAGE, WE SHARE WITH YOU ALL OF THE "IMPORTANT STUFF" YOU SHOULD KNOW :) INCLUDING LESSON PACING, HOME PRACTICE TIPS, AND OUR STUDIO POLICIES.

AS ALWAYS, THANK YOU FOR TRUSTING US TO PROVIDE THE TOOLS NEEDED FOR YOU TO BECOME AN ACCOMPLISHED PERFORMER!

ALL OF OUR BEST,

Elizabeth Hayes & The MusicBox Staff

What to Expect: Each student will be given a MusicBox folder at their first lesson, which will be used to transfer sheet music and homework assignments to and from the studio every week.

Practice makes perfect! Practicing is the responsibility of the student. Parents are overseers and need to help encourage their child to practice their instrument, but it should always be the student's job to remember to practice at home. Please remember to always bring back your music folder and any sheet music/books for every lesson, along with your homework sheet checked off with the days home practice was completed.

How quickly you become a skilled musician depends on two factors:

- 1.) Attendance to your weekly lessons
&
- 2.) Practicing at home!

The benefits of music lessons are realized most quickly when the skills learned in the studio are practiced *consistently*. **It is imperative that aspiring musicians regularly practice at home in order to advance in their talents.**

When & How to Practice:

1. Practicing your instrument at home should be done a **minimum** of 3 times per week. The more the merrier! Select a specific time of the day to practice and try to build a regular routine.
2. Set a consistent routine & stay with it.
3. On the day you come to the studio, practicing at home is optional.
4. Practicing at home should be carried out in an area away from other siblings and distractions. A special place should be used for the storage of your instrument and music.
5. Learning always takes place better when you are feeling well. Therefore, if you are exhausted or ill, skip music practice for that day, and do it another day.
6. It is **your responsibility** to practice at home. Please remember the expected rate of improvement is directly related to your motivation and consistency.



2015-2016 Tuition



Plans

\$35 REGISTRATION FEE PER NEW STUDENT. Months with five weeks, will charged for fifth lesson
407-505-1611 www.TheMusicBoxInc.com

PRIVATE LESSONS			GROUP LESSONS		
Type	Time	Monthly Tuition	Type	Time	Monthly Tuition
Voice Piano Guitar Ukulele Violin Drums Flute	30 Minute Weekly Lesson	\$109	Guitar Group Lesson	60 Minute Weekly Lesson	\$65
	45 Minute Weekly Lesson	\$159	Semi-Private Lessons	30 Minute Weekly Lesson (private lesson for two)	\$60
	60 Minute Weekly Lesson	\$205	JamBox *must be enrolled in private lesson*	60 Minute Weekly Lesson (Learning in a band setting)	\$55
			MusikGarten *Early Childhood Music and Movement	Please contact us for pricing and class scheduling	

PERFORMANCE GROUPS		
Performance Group	Ability	Monthly Tuition
PopRocks Singing/Basic Dance 1 hr. Weekly Lesson	For those with singing experience	\$100
TourBox Singing/Choreography 1 hr. Weekly Lesson	For those with more experience in both dance and singing as a group	\$130
VoiceBox Harmonies/Group Singing 1. hr Weekly Lesson	For those with either harmony/group singing experience	\$100
PopTarts Singing/Basic Dance 45 Minute Weekly Lesson	For the younger beginner	\$90

New Student Registration Form

Student's Name _____ Date _____

2nd /3rd Student's Name (if



applicable) _____

Parent's/ Emergency Contact Name _____

Home Phone _____ Cell _____

E-mail _____

Home Address (billing) _____

City _____ Zip Code _____

Years of lessons taken & ability level _____

Students date of birth _____ Name of Academic School & Grade _____

How did you hear about The MusicBox? _____

Parent & Student Goals _____

Payment Options: Please choose one of the following:

_____ **Automatic Payments (Debit or Credit Card)**

Visa MasterCard Discover

Last four digits of card: _____

Expiration Date: _____

CVV2 (3 digit number on back of Visa/MC): _____

I authorize the The MusicBox, LLC to charge the credit card indicated in this authorization form according to the terms outlined above. If the above noted payment dates fall on a weekend or

holiday, I understand that the payments may be executed on the next business day. I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify the business in writing of any changes in my account information or termination of this authorization at least 30 days prior to the next billing date. This payment authorization is for the type of bill indicated above. I certify that I am an authorized user of this credit card and that I will not dispute the scheduled payments with my credit card company.

_____ **Auto Check**

I agree to arrange with my bank to have a check sent to the MusicBox for monthly tuition by the 1st of each month, which would be withdrawn from my bank account.

NO CREDITS OF REFUNDS

Signature of Student or Parent/CARDHOLDER

Printed Name of Student or Parent/CARDHOLDER

Date

The MusicBox Polices 2015-2016

In order to provide our students with the best possible experience, it is important for the student and parents to understand our policies for the music studio.

_____ **Initial Payment Policy**

To better serve our students, we require payments to be processed with one of the following arrangements:

- 1) **AutoPay.** Your credit card would be automatically charged each month on the 1st of the month for the amount owed for lessons. We will automatically bill your card on the first of each month. We accept Visa, MasterCard,

Discover, and Debit Cards. Our Processing Company is PCI Compliant.

2) **Auto Check.** You would arrange with your bank to have a check sent to the MusicBox for monthly tuition that would be withdrawn from your bank account.

Because our lessons are based on a month-to-month commitment, payment is due by the 1st of the month. If payment is not received by the 5th of the month, it is considered late.

We have a \$20 late payment fee if payment is not received by the 5th of the month, there will be no exceptions. A \$20 fee will be issued for any returned checks. A \$7.50 re-processing fee will be issued for any Credit Card declines.

Sibling Discount: Siblings will receive \$5 off monthly rates above.

Registration Fee: A \$35 registration fee is due at the time of registration per student.

Recital Fees: Recitals will be held two times per year, in May and in December. Students are strongly encouraged to participate, although it is not required. There will be a \$30 fee per student (\$5 sibling discount), in order to participate, that is due the week before the recital. *NO CREDITS OR REFUNDS

Initial Cancellation Policy

If you are no longer able or wanting to take lessons, we require a minimum **one month cancellation notice**, as a courtesy to our instructors as well as the new students who will be starting up.

Initial Missed Lessons/Make-up Policy

We understand that life happens, and you may need to cancel a lesson for whatever the reason may be.

I give my permission to The MusicBox and it's affiliates to photograph, video tape or record my child(ren) or myself while in lessons, recitals, or other studio related performances throughout the year. I also hold owners, employees and contractors of The MusicBox, LLC harmless from liability during the time that my child is participating in any studio related programs. NO CREDITS OR REFUNDS.

I have read and agree to ALL of the above policies of The MusicBox AND hereby authorize, agree and accept to the above terms:

Signature of Student or Parent/Guardian: _____

Print Name _____ Date: _____

One courtesy make-up lesson will be given per semester (Fall, Spring, or Summer) with a 24 hour notice of absence. Makeup lessons cannot be rescheduled and failure to attend will result in forfeiting the lesson. Our instructor's teaching schedules are very full, and your consideration of their time is appreciated. Lessons for any instructor absence, will be covered by a Substitute on the regular lesson day, or your instructor will make arrangements to do a pre, or post make up lesson with each student. We are committed to *consistency in learning*, and we greatly value *the time of our instructors*. Please know that we have put a lot of time into researching local (as well as nationwide) music studio policies to ensure that what we are asking is staying true to the standard as far as "makeup policies" go. We also value our families greatly, and appreciate your understanding!

Initial Tardiness Policy

Our music lessons are held back-to-back, thus if a student is tardy for his/her session, the lesson will be held only for the remainder of your usual time. He or she can still participate in their lesson, but their lesson will be reduced by their tardiness.

Initial Electronic Devices Policy

During all lessons, outside distractions must be kept at a minimum, thus all electronic devices may not be used in lessons and must be turned off or on silent. (i.e. phone calls, texting, emailing, iPad, etc.)

Initial Parent/Teacher Policy

Please do not solicit our teachers for lessons outside of TMB. All teachers are under contract and are not permitted to offer lessons to TMB students outside of TMB premises. Teachers who violate contract terms will be terminated.

