

Alyssa's Vocal Studio

Scheduling & Billing Policies

Payment & Invoicing

Current lesson rates are as follows:

- \$40 — 30-minute lesson
- \$70 — 60-minute lesson

All singers are required to create an account through our secure third-party payment platform, Fons, and maintain a valid credit or debit card on file. Fons can be accessed via web browser or mobile app.

For security purposes, only the last four digits of the card on file are visible to the instructor.

Lesson Plan Options:

Monthly Flat-Rate Package (September - May)

Designed for students attending weekly lessons with a consistent reserved time.

- \$150/month — 30-minute lessons
- \$290/month — 60-minute lessons

Details:

- Tuition is due on the first of each month
- Covers 4–5 lessons per month, depending on the calendar
- Includes one make-up lesson per month with at least 24 hours' notice
- Additional lessons may be scheduled and billed separately through Fons
- Locks in your current rate, even if rates increase
- Requires a **minimum 3-month commitment**

Prepaid Lesson Packages

Discounted bundles for flexible scheduling:

- 6 × 30-minute lessons — \$200
- 6 × 60-minute lessons — \$350

Package Details:

- Lessons are scheduled based on instructor availability through Fons
- Clients must book at least one lesson per month to maintain eligibility
- Packages may be set to auto-renew to lock in current rates
- Packages expire one year from purchase date

Drop-In Lessons

Single lessons may be scheduled based on instructor availability.

- Payment is automatically processed after each completed lesson
 - A valid card must remain on file in Fons
 - Rates are subject to change with advance notice
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Summer Flat-Rate Package (June–August)

Designed to provide flexibility during the summer months while reserving your place in the studio.

Tuition (3-Month Total)

- 30-minute lessons: \$300
- 60-minute lessons: \$540

What's Included

- Up to 3 lessons per month (9 total over the summer)
- Flexible scheduling to accommodate vacations
- 1 make-up lesson per month with at least 24 hours' notice
- Option to schedule additional lessons at standard rates

Policies

- Payment may be made in full or split into three monthly payments (June 1, July 1, August 1)
 - Tuition reserves your place in the studio, not individual lesson dates
 - Summer enrollment supports priority scheduling for fall
 - Unused lessons do not roll over beyond August.
 - These rates will only be available during the summer session (June-August).
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Hold Option

Students who will be absent for more than one month at any point during the year, including the summer, may maintain priority access to lesson scheduling by enrolling in the Hold Option. This option allows students to return to lessons with priority booking before openings are offered to the waitlist.

To maintain this priority status, the equivalent of one lesson per month is required. This may be fulfilled either by paying the monthly hold fee (regardless of attendance) or by scheduling and attending one drop-in lesson per month.

The hold fee is non-refundable and does not include lessons. Students who choose the drop-in lesson option must complete at least one lesson per month to retain priority scheduling access. Failure to meet the monthly requirement will result in the loss of priority status, and any future lesson requests will be placed on the waitlist.

Summer Hold Option (June–August):

- 30-minute lessons: \$40/month or \$120 total
- 60-minute lessons: \$70/month or \$210 total

Attendance Policy

- Lessons must be scheduled, rescheduled, or canceled through Fons
- Students are expected to arrive on time
- Lessons canceled with less than 24 hours' notice (excluding emergencies) will not be rescheduled
- Late arrivals will not be extended
- Students more than 10 minutes late will forfeit the lesson and be charged in full

Safety & Liability

The client, or their parent/legal guardian, assumes full responsibility for any injuries that may occur on the premises or during lessons (in-person or virtual). The instructor and studio are not liable for injuries, accidents, or damages related to participation.

Discontinuation Policy

- Clients enrolled in monthly packages must provide **4 weeks' notice to discontinue lessons**
- **Prepaid lessons represent a commitment and are non-refundable**
- Unused lessons will not be refunded if proper notice is not given

Acknowledgment & Agreement

Policies are updated annually and are considered accepted unless written notice is provided. By signing below, you acknowledge and agree to all studio policies, including:

- Lesson Rates
 - Scheduling & Billing Policies
 - Attendance Policy
 - Discontinuation Policy
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Client Name (Print): _____

Signature/Initials: _____ Date: _____

Parent/Guardian (if under 18):

(Print) _____

(Sign/Initial) _____ Date: _____