



Please read the following very carefully:

At Breaking Grounds in Music, we want to be fair and accommodating to all our students' schedules. At the same time, we want to respect our teachers' time as they expect students to attend the lessons they commit to. Our teachers work very hard to prepare each lesson and accommodate students' busy schedules. Additionally, we have numerous overhead expenses and fixed costs. In order for our business to remain solvent, students must abide by the following regulations:

- **Prepay for lessons or pay by the lesson.** This can be done by means of cash, check, or direct payments via PayPal. If you pay with a check, please make it payable to: Breaking Grounds in Music. **Lessons that have taken place must be paid for.**
- If you have prepaid and need to reschedule a lesson, our teachers will provide make-up lesson times. **Make-up lessons must be taken by the following month.** *For example,* if you have a lesson on March 15 and cannot make it, this lesson must be rescheduled/made-up by April 30. **It is up to the student to follow-up and come to the make-up lesson so payment is not forfeited.**
- **If students miss their lesson and give notice the day of, prepaid lessons will be forfeited. Students who pay by the lesson will be charged.**
- We realize there are some exceptions. If you have to cancel due to inclement weather, a major family emergency, or illness, we will not charge for these lessons. **Make-up lessons will be offered and must be taken so payment is not forfeited. If a teacher is unable to make up a lesson due to his/her busy schedule, we will then roll over payment.**

Policy implementation:

- ***We have many students who are fully dedicated to coming to their lesson on a weekly basis. It is not fair to those students who remain dedicated and consistent.***
- ***Our teachers rely on this income to pay for all their expenses. It is not cost effective and fair for teachers to be notified on the day of that students cannot make it to their lesson.***
- ***Our company has many monthly expenses that must be met. Students who forget to bring payment or miss lessons results in creating a challenge for maintaining a business.***

Breaking Grounds in Music maintains a very fair and understanding policy compared to other competitors. Our ultimate mission is to provide value added, customized lessons at an affordable price. We want our students to do their part in being consistent with lesson attendance, having payment prepaid or paying by the lesson, and giving their best at each lesson through diligent practice. When these standards are met, the lessons will be fun, progressive, and rewarding!