

*Anna
Sammel
Violin*



Studio Policies, Contract, and Contact Info
(Updated 12/1/2024)

Annasammelviolin.com
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"To play a wrong note is insignificant; to play without passion is inexcusable"
–Ludwig van Beethoven

TUITION: \$140/month (weekly 30-minute lessons)

For students taking 30-minute lessons once per week, tuition is a flat fee. I accept cash, checks, Zelle, PayPal, or Venmo. No post-dated checks. If using an electronic payment method, please follow these guidelines:

-Send payment to @AnnaSammel (PayPal) or @Anna-Sammel (Venmo)

-When prompted how to send payment, select “friends and family”.

-Do NOT use a credit card or send it via “goods and services” (If using PayPal, do not use a debit card either). I will get charged a fee if any of these options are selected. If a fee gets charged to my account, I will have to add that on to next month’s tuition total. I don’t want to pass fees onto my students, so please make sure you select the correct options on your preferred E-Commerce site.

- If you prefer having purchase protection added to your payment, you may send payment to my Venmo business account (@annasammelviolin), but a 1.9% fee must be included in your payment. NO EXCEPTIONS.

Monthly tuition is **due by the 1st of the month** (unless previously discussed with Mrs. Sammel). **If payment is not received by the 1st of the month, a \$10 late fee must be included along with the tuition payment.**

*****ATTENDANCE POLICIES*****

-Punctuality: Please be on time. Lessons begin and end at their scheduled time, not at arrival time. I understand traffic can be crazy in this area, so please plan ahead. I cannot cut into another student’s reserved lesson to make up the lost time. If you know that you are going to be late or miss a lesson, PLEASE be courteous and let the instructor know as soon as possible.

-If a student cancels or misses a lesson:

The ONLY EXCUSED ABSENCES are as follows:

- Family emergency
- Illness
- Educational performing arts events (school concerts, rehearsals, shows, trips, etc...) This includes certain activities related to band, choir, theater, and dance because I believe ALL forms of the performing arts are equally important and I want to encourage their development.

*****Other than the reasons listed above, there are NO excused absences. Students are expected to pay for unexcused absences. THIS IS NOT NEGOTIABLE***.** “No call/ no shows” will NOT be considered for a make-up lesson. **Two instances of “no call/no shows” may result in the immediate dismissal of the student from the studio with no refund.** Make-up lessons or credits are NOT required of the instructor for unexcused absences. Once a make-up is scheduled, it will not be rescheduled. Please keep in mind that tuition not only pays for instruction, but it also reserves the student’s weekly time slot; therefore, if a student **chooses to discontinue lessons for a period of time, their reserved time slot will become available to others and may not be available to them when they return.**

*****Initial:_____*****

-If the instructor cancels or misses a lesson: If a lesson is cancelled unexpectedly after lessons have been paid for, the lesson will be rescheduled at a mutually convenient time. Tuition account balances must be paid in full to be eligible for a make-up.

RECITALS AND STUDIO EVENTS:

I try and host 2 recitals per year so my students have the opportunity to perform in front of others. These events are very important because performing helps develop well-rounded musicians, gives students the opportunity to connect with their studio mates, and teaches them how to support their fellow musicians and performance etiquette. I try to keep these events free, but in the event that I need to rent out a recital space, I may ask every student to contribute a small amount to offset the cost.

REQUIRED SUPPLIES:

While I try to keep the amount of money spent on books and accessories to a minimum, repertoire and method books will be recommended based on the student's skill level and progress. **A practice notebook** and **a shoulder rest** are required at every lesson. A **metronome** and a **tuner** are necessary for home practice, but are not needed at a lesson. If you have questions about which products to purchase, I am happy to give you suggestions ☺

SUMMER LESSONS

Like exercise, consistency is key! I understand that people go on vacation during the summer (as do I), so everyone gets ONE "vacation lesson" that they can use at any time during summer vacation. Vacation lessons can be made up at a mutually agreeable time. Let your instructor know when you will be absent ahead of time, otherwise it will be considered a "no call/no show," which are not considered for make-up lessons. All other studio policies apply throughout the summer months. **Reminder: if a student discontinues lessons for a period of time, their time slot will become available to others and will not be guaranteed to them when they return.**

PRACTICE AND PARENTAL INVOLVEMENT:

To ensure consistent progress and effective lessons, students are expected to practice daily and prepare assignments given to them in their previous lesson. Students must bring required supplies to every lesson. If a student is under 13 years of age, parents are HIGHLY encouraged to be present during the lessons and be involved in their student's practice sessions, especially with young students. **If a student does not maintain a consistent practice regiment, the instructor reserves the right to dismiss the student from their studio with no refund.**

VIRTUAL LESSONS

While in-person lessons are the preferred method of instruction, should a student take virtual lessons, all other applicable policies still apply. The preferred platform for virtual lessons is FaceTime. Further directions for set-up will be given upon scheduling lessons.

PARKING & HOUSE RULES:

I teach in two locations: out of my apartment in downtown Fredericksburg and a residential home studio in Stafford. Here are the details and policies for each location:

- **Fredericksburg (downtown Fredericksburg- address given upon scheduling lessons):**

The entrance to my apartment is located on William Street right in between Dog Krazy and Willow. The entrance remains locked for security, so I will walk students in and out of the

building. If you are not familiar with downtown, please give yourself some extra time to navigate the streets. Parking is free, but the only parking available is on the street or in designated lots. Please obey all parking and transportation laws in the City of Fredericksburg. **Anna Sammel Violin is not financially responsible for any tickets, towed vehicles, or any other parking violations incurred by a student or their guardian.**

- Stafford (Residential studio on Jason Lane- exact address given upon scheduling lessons)
This studio is located in a corner house. The front door faces Mead Ct, but the driveway faces Jason Lane. Students are welcome to park either in the driveway or in front of the house on the packed gravel. Please avoid parking in or on the grass. My studio is located downstairs which means you'll enter through the gate to the back yard (PLEASE DO NOT GO TO THE FRONT DOOR). After you turn the latch to the gate, continue down the walkway until to you come across some descending stairs. This is a one-person lesson room, so I do ask that you text me when you arrive, and wait for me to text you to come inside, or you can automatically come inside when you see a student leave. Please note that the driveway is stamped, so please take extra care not to clip the curbs when entering or leaving the driveway).

In both locations, a bathroom is available if you need it, but please do not “explore” the rest of the apartment or studio. Lastly, if you wouldn't do it in your home, please don't do it in mine. Please treat all furniture, inhabitants, and boundaries with respect.

INCLEMENT WEATHER AND STUDIO EMERGENCIES:

In the event of inclement weather or emergency closure, you will be contacted ASAP and a make-up lesson will be scheduled or a credit will be given.

DISCONTINUING LESSONS:

Whether a student chooses to discontinue lessons for a short period of time or permanently, their reserved time slot will become available to others and may not be available to them when they return. In the event a student or parent decides to discontinue lessons, they **MUST** give the instructor a minimum 30-day notice. **If a teacher is given less than 30 days notice for the discontinuation of lessons, that student is still responsible for paying the tuition fee for the following month.**

If you have any questions, please feel free to reach out to me. Text message is the quickest way to reach me.

I have read, understand, and agree to all above mentioned studio policies for the duration of my/my child's enrollment with Anna Sammel Violin. (Please sign and return contract and contact info to Mrs. Sammel)

**Print Name: _____ Date: _____
Parent/Guardian (If student is under 18)**

**Signature: _____ Date: _____
Parent/Guardian (If student is under 18)**

Contact Information

Student Name:

Parent/ Guardian Name:

Address:

Date of Birth:

School:

Cell Phone:

Home Phone:

Email:
