

# General information & policies for Group classes

## School year

- The school term runs from September 6, 2021 June 30, 2022.
- Scheduled breaks for the school year can be found on our webpage, <u>HERE</u>.

## Registration fee

- If you have never joined Music Room before, the first class is a free trial class, after which you can decide whether to register.
- The registration fee for enrolling a student in Music Room is an annual, non-refundable fee which covers administrative costs as well as teaching supplies.
- The registration fee is 30 euros per student for one student, 50 euros per student for 2 students or more.
- The fee will be applied to your first monthly invoice for the school year in which the student is placed in a group with a teacher and the classes begin.

### **Payments**

See our price classes **HERE** 

- When you register for a group class, you are registering for one semester
   September 7 February 18. That total fee will be divided into 5 monthly payments,
   from September-January, which cover the semester.
- This averages out to 4 lessons a month over the entire semester September February, without adjusting the amount paid each month even if there are fewer or
  more classes than 4 in a month.
- If you are joining Music Room at any time after the September start date, the first invoice will be adjusted to the amount of classes you have that month, including the registration fee, and the cost of the trial class.
- If you wish to have classes on days we are closed but our teachers are available, these classes will be charged in the invoice of the following month.
- Individual and group classes at Music Room or at Home are paid monthly.
- The payment should be made no later than the 10th of every month.
- Monthly payments can be made by transfer or directly at Music Room.
- Please note that all prices are excluding IVA.

## **Cancellation policy**

- There are no refunds for unused or cancelled lessons.
- Cancellation of a class must be made at least 24 hours prior to the start time of the scheduled class. This may include sending us a message or email.
- If our teachers cancel a class due to sickness or travel we will provide a substitute teacher for the class

#### **Termination**

- If you wish to leave Music Room before the end of the school semester you have signed up for, you must give written notice at a minimum of 30 days in advance of the final lesson day.
- If 30 days notice is not provided, all fees and outstanding tuition (including tuition fees for the 30 coming days) are still due and payable.