



Dear Parents and Students,

Welcome to the American Music Academy Family, we are so happy to start you on your musical journey! **The American Music Academy is a year-round school, with lessons taking place every week aside from major holidays.** Our full schedule of holidays is listed below.

AMA holds student recitals in both winter and spring, free of charge for all students. We believe that performance is an integral part of each student's learning experience and are happy to provide the opportunity as part of our curriculum. Sign up links are sent to your email address on file, but you may also sign up in person at the studio.

Parental Supervision: American Music Academy will provide professional music instruction in our studio. For the safety of our students, **we require that a parent or guardian must come into the Academy to pick up their child at the end of their lesson.**

Tuition and Payment: **All payments are processed on the 1st of each month.** After the 6th of the month, a \$15 late fee will be applied to any late tuition payments. **There are no refunds for missed lessons.** *Tuition is charged based on the number of lessons per month and may vary depending on holidays.* All accounts must be current for students to participate in AMA recitals. Accounts that are more than 30 days past due will forfeit their lesson time.

Missed Lessons and Makeups: **There is no refund for missed lessons.** We are not able to credit or prorate for missed lessons. *Private makeups are available with 48-hours notice. Eligibility for private makeups expires 6 months past the missed lesson date.* In order to receive a private makeup, you must notify the front desk in writing either via text (832-621-9058) or via email (info@theamericanmusicacademy.com). **You will not be eligible for a private makeup if you do not notify the front desk in writing.** *Students are limited to 2 private makeups in the Fall semester, 2 private makeups in the Spring semester, and 3 private makeups in the Summer semester.* Any lessons missed outside of the allotted amounts may be made up via group lessons. Starting August 2022, *unlimited group lessons are available for missed lessons.* For every 30 minute lesson that a student is absent, we offer a 45 minute group lesson, limited to

four students. We find that group lessons provide an invaluable opportunity for students to play for each other in addition to collaborating together to make music. You may sign up for as many group lessons as you like, whenever they fit your schedule. Call, email, or speak with the front desk in person for a link to the sign up page for group lessons.

Withdrawal: If a student wishes to withdraw from the Academy, AMA must be **notified by the 15th of your last month** and a withdrawal form must be filled out. Withdrawal forms may be requested in person, by phone (832-621-9058), or by email (info@theamericanmusicacademy.com). Lessons will not be prorated for the last month of attendance whether or not the student attends. *Notice given to the instructor or non-attendance does not constitute withdrawal from lessons.* All make ups must be completed before withdrawing from the academy. Any make-ups not completed before withdrawal will be forfeited. **Failure to notify the front desk of your withdrawal by the 15th of the month will result in your account being charged for half of the next month's tuition.** *Students must be enrolled at the time of recitals to participate in recitals.* AMA reserves the right to dismiss students due to disciplinary problems, overdue tuition, frequent absences, and/or parent noncompliance with AMA policies.

School Closings/Inclement Weather: In the event of inclement weather, **AMA makes decisions regarding Academy closures independently of local school districts.** If needed, AMA will offer virtual lessons or schedule in person make-up lessons after inclement weather has passed and it is safe for students to return to the Academy. *If you are unable to attend the scheduled make up lessons or virtual lessons, these lessons will be forfeited.*

Schedule Changes: If a student wishes to change their lesson time, **notice must be given to the front desk in person,** by phone (832-621-9058), or by email (info@theamericanmusicacademy.com). *Permanent lesson times may not be changed with the instructor.*

Photo/video release: By registering with AMA, *I hereby authorize the academy to publish photographs and videos taken of me and or the undersigned minor children, and our names, for use in AMA publications, website photos, and social media.* I release AMA from any expectation of confidentiality for the undersigned minor children and myself and attest that I am the parent or legal guardian of the children listed below and that I have the authority to authorize AMA to use their photographs, videos, and names. I acknowledge that since participation in publications, websites, and social media by AMA is voluntary, neither the minor children nor I will receive financial compensation. If you do not want your child's photo shared, please contact the academy and we will make the necessary changes.

Summer/Holiday Schedule: Lessons that occur during a holiday will be removed from billing. We do not issue private make-up lessons for these days, because you are not charged for them! AMA is a year-round academy and does not close for the summer. **Contact us if you plan to be away on vacation and we will help schedule your group make up lessons!**

Holiday Schedule

The Academy will be closed the following dates:

- July 4, 2022 (Independence Day)
- September 5, 2022 (Labor Day)
- November 23-26 (Thanksgiving)
- December 18, 2022 -January 1, 2023 (Christmas Holiday)
- December 16, 2023 (MLK Day)
- March 13-18, 2023 (Spring Break)
- May 23, 2023 (Memorial Day)

Liability Waiver and Release Form:

I hereby certify that I am the parent or legal guardian of the minor child/children under the age of 18 years, and I consent to his/her participation in activities at the American Music Academy.

I agree, personally and on behalf of the minor child/children named below, to assume all risks and responsibilities surrounding my minor child/children while attending the American Music Academy. To the fullest extent allowed by law, I hold harmless and agree to indemnify American Music Academy LLC, its officers, directors, members, faculty, staff, volunteers, employees and agents, from and against any present or future claim, cause of action, loss or liability for injury/illness to person or property, which said minor child/children may suffer or for which said said minor child/children may be liable to any other person, related to said minor child's participation resulting from any cause whatsoever, and regardless of fault. I am at least 18 years of age and have carefully read and freely signed this Liability Waiver and Release Form (minor child). I understand and agree that no oral or written representatives can or will alter the contents of this document. I agree that this agreement shall be governed by the laws of the state of Texas.

Acknowledgement: *Registering for lessons with the American Music Academy acknowledges that you have received, read, and agree to abide by the American Music Academy's policies. Policies are subject to change with a 30 day notice.*

Student Name _____

Parent/Guardian Signature _____

Date _____

