

# REDDING MUSIC SCHOOL

(530) 988 - 8382

Calendar and Policy 2023 - 2024

SCHEDULE	Fall Semester	August 28th - December 23th
	Spring Semester	January 15th - May 18th
	Summer Semester	June 3rd - August 15th
TUITION	\$400 16 week semester	1/2 hour lesson
	\$600 16 week semester	3/4 hour lesson
	\$800 16 week semester	1 hour lesson

Tuition is billed at the beginning of each semester.

Tuition may be paid in full when billed, or in four installments of \$100 for 1/2 hour, \$150 for 3/4 hour, \$200 for 1 hour.

A \$20 administrative fee is added to the first billing to cover the costs involved in billing and maintaining an account.

***This fee is waived if you choose to pay for the semester in full on or before the first week of lessons.\*\****

If you choose to pay in four installments, please be aware of the importance of making the payments on time.

Statements will be e-mailed the week before they are due and will be expected at the next lesson.

**Late fees will be added to bills not paid on time**

Below are the weeks Payment(s) are due:

Semester One	Semester Two
Payment One- Aug. 28th	Payment One- Jan. 15th
Payment Two- Sept. 25th	Payment Two- Feb. 12th
Payment Three- Oct. 23rd	Payment Three- Mar. 18th
Payment Four- Nov. 27th	Payment Four- Apr. 22nd

## **\*\*An explanation of the Administrative Fee**

There are many hidden costs involved in running a small business. We make every effort to keep the cost of the lessons down. The administrative fee is added to cover the time and cost involved in maintaining a customer account, billing and dealing with the effects of late payments. Therefore if the semester is paid in full at the beginning, the fee is waived. Otherwise, the fee is due with your first installment. For students who are new to the Redding Music School and want to "try it out for four weeks", the fee will be waived until the second billing. At that time you can decide to pay the rest of the semester in full or include the fee with your second installment.

## **\*\*An explanation of the ABSENCE Policy**

**ONE LESSON PER SEMESTER FOR STUDENT ABSENCE WILL BE MADE UP DURING THE**

***APPROPRIATE MAKE-UP WEEK.***

The calendar you advise a scheduled week at the end of each semester. This is an extra week and only those students who have missed a lesson attend during this week.

If a teacher cancels a lesson and is unable to schedule a make-up lesson, your account will be credited.

**Teachers are not required to and are often unable to accommodate other cancellations.**

**\*\*Weather Closings**

If lessons are cancelled due to weather, our voicemail at (530) 988-8382 will have a general message by 1:00pm indicating that we are closed. Please call and check the message on any day you are uncertain about the weather before coming to lessons.

*Thanks for joining us at Redding Music School. We look forward to a great year.*

Redding Music School

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