

## 2023-2024 Conservatory of Music Student Policy Agreement

Campanile reserves the right to revise its policies at any time.

### Tuition & Fees

#### Private Lesson Tuition

30-minute lesson (\$396 per semester, 18 lessons )

45-minute lesson (\$594 per semester, 18 lessons)

60-minute lesson (\$792 per semester, 18 lessons )

\$27 per 1/2 hour for lessons on an ad-hoc basis

Payment in full is expected prior to the first lesson of the semester. A payment plan is available. Please contact the Campanile Center office for arrangements to set up a plan that works for you. In the event the student's account becomes past due, lessons will be suspended until payment is made in full. Accounts with credits & zero balances will not receive an invoice. Dormant accounts will be purged after one year of inactivity. A credit card number on file is required for all students. If an invoice is over 30 days past due, the credit card will be charged and an additional fee of \$25 will be assessed. A \$35 fee will be charged for any returned checks. Financial Aid is available, for more details please complete the Financial Aid Assistance Form.

### Session Dates

See the Campanile Calendar for complete list of Holidays and Recital Dates

**2023-24 Fall Semester Register by August 21st (18 weeks)**

Monday, August 28th-January 19th

**2023-24 Spring Semester Register by January 15th (18 weeks)**

Monday, January 22nd-May 31st

**2023-24 Summer Session Register by June 3rd (10 weeks)**

Monday, June 10th-August 16th

### Communication

By enrolling in lessons at Campanile, you agree to receive phone, email, SMS text, and mail communications from administrative staff and faculty regarding your account schedule, events, and other important information regarding our lessons. Please notify the office of any changes to your contact information

### Code of Conduct

The Campanile Conservatory reserves the right to suspend or discontinue any student at any time due to extreme absences, tardiness, delinquency in tuition payments, or parental/guardian noncompliance with Campanile Center for the Arts Policies. Campanile faculty and staff are not responsible for supervising children outside of teaching time. Please supervise your children at all times and arrive to pickup immediately following a lesson.

**Did you know:** The Campanile Center for the Arts is a non-profit, regional Arts Center with a service area stretching as far south as Merrill and North to the Upper Peninsula. Our mission is to develop, promote and support the Arts in the Lakeland community through education, performance and exhibition.

### Cancellations, Absences & Make-Ups

The Campanile Conservatory does not provide makeup lessons, credit, reimbursement, or refunds for missed lessons. Makeup lessons for excused absences may be arranged with your instructor.

#### Excused Absence Policy

The Campanile Conservatory *requires 24 hours prior advanced notice for any absence* except under the following circumstances:

**Student Illness**– Notice to the office and teacher before 12pm on the day of lesson.

**Death in the Student's Immediate Family**–Notice to the office and teacher at the earliest opportunity prior to lesson.

#### Request for Schedule Change

Once the semester has started, available lesson times are extremely limited. The Campanile Conservatory cannot guarantee that we will be able to accommodate requests for schedule changes. Our faculty and staff will make every attempt to accommodate your request.

#### Weather-Related Closures

If the Director closes the Campanile Center for safety reasons or inclement weather, the Campanile will attempt to schedule a makeup lesson or will credit the student's account for the canceled lessons. Check our Facebook page, or 715-356-9700 for updates on closure.

**\*The Campanile does not always follow weather-related closures of area school districts.\***

### Non-Discrimination/Special Needs

The Campanile Conservatory does not discriminate on the basis of gender, race, age, creed, color, sexual orientation, national or ethnic origin, gender identity, disability, or level of family income in its education, programs and admission, employment, and financial aid policies. If you or your child has any special needs, please contact the office to discuss your situation. The Campanile Conservatory is committed to accommodating the special needs of students to ensure that a quality music education is accessible to all.

### Recitals

The Campanile Conservatory offers students opportunities to perform once the student is ready to do so. All Conservatory recitals are free and open to the public. Performance is an important part of becoming a well-rounded musician. Participation is not required, but is strongly encouraged. Students having past due accounts will not be able to participate in recitals