MUSIC ACADEMY OF KANSAS CITY

POLICIES & PROCEDURES

Lessons

Upon signing up for lessons, the student/parent will be asked to read the studio's Policies & Procedures and sign and date the document. By signing, you agree to respect and abide by the studio's current policies for the duration of the student's enrollment.

Students will receive 18 lessons during both the fall and spring semesters, plus one make-up week at the end of each semester. In addition, students will receive 7 lessons to schedule during June and July. The MAKC semester cycle restarts each year at the beginning of the fall semester in August.

New students who do not begin lessons during the first week of the semester will have their first month's tuition prorated. A 60-day notice is required for students wishing to cancel lessons. The student will be responsible for the following two months' tuition, billed in full upon cancellation receipt.

Billing and Fees

Tuition is automatically billed on the 15th of each month. A 30% late fee will be applied to any overdue balances. Returned or declined payments will incur a $50.00 processing fee.

	30-Minute Lessons	45-Minute Lessons	60-Minute Lessons
Music Adventure	$142.67 / Month	$214.00 / Month	$285.33 / Month
Master Musician	$169.67 / Month	$254.50 / Month	$339.33 / Month

Tuition and Fees Include

- Participation in MAKC recitals
- Two complementary tickets per recital (plus one additional ticket per enrolled sibling)
- Instrument tuning and maintenance
- A subscription to the MAKC app

Students in the Masterclass Musician program also receive additional masterclasses and performance opportunities.

Tuition Discounts and Payment Options

Students enrolled at MAKC can take advantage of several tuition incentives:

- Yearly Prepayment Discount: Pay the full year upfront and receive 10% off total tuition.
- Family Discount: Families with two enrolled students receive 3% off monthly tuition; each additional student adds 1.5% to the discount
- Referral Credit: Refer a new student who enrolls and completes their first month of lessons. Both your family and the new family will each receive a $50.00 credit toward tuition at MAKC.
- Monthly Contract Requirement: Students not enrolled in a yearly contract or not using automatic monthly billing will be charged an additional 35% on their tuition.

Inclement Weather

If the MAKC administration deems conditions severe and closes the Academy, the missed lesson will be made up, or a credit will be applied to your account.

If MAKC remains open, but the student chooses not to travel (for any reason), a lesson via Skype or another digital platform may be arranged for that week. Alternatively, the student may cancel the lesson, but no credit will be awarded.

If the instructor misses a scheduled lesson, the lesson will be made up at a mutually agreed-upon time or credited to your account.

Additional Notes

- Subject to room availability, students are welcome to practice in MAKC practice rooms.
- Students are responsible for any damage to MAKC instruments and facility beyond normal wear and tear.
- MAKC is not liable for any incident that occurs while the student is on or near Academy premises.
- The cost of materials and books is not included in tuition or fees.

Important Safety Note

The Music Academy of Kansas City is not a certified childcare facility. For the safety and well-being of all students, parents and guardians are required to remain on the academy premises while their child is attending lessons or activities. Children may not be left unattended on the property.

Acknowledgment of Policies

By signing below, I acknowledge that I have read, understood, and agree to abide by all policies outlined above while enrolled at the Music Academy of Kansas City. I understand that these policies are in place to ensure a positive, respectful, and productive learning environment for all students and families.

_____	_____	_____
Print Student Name	Student/Parent Signature	Date