



RECREATIONAL MUSIC CENTER

2590 Truxtun Road, Studio 103 / San Diego, CA 92106
Ph/Fax: 619-225-9597 / E-mail: info@recreationalmusiccenter.com

STUDIO POLICY

Registration and Payment

- Registration is on going. Students are billed for the number of classes remaining in the session for which they are registering.
- RMC accepts the following forms of payment: cash, checks, credit/debit (Visa, MasterCard, and American Express). A \$20 fee applies to each bounced check.
- All tuition invoices are due upon receipt or at the next scheduled lesson unless other arrangements have already been arranged.
- Payment plans are also available. To arrange to pay this invoice in monthly installments, please contact David Gereghty via e-mail (<mailto:david@recreationalmusiccenter.com>) or reach him by phone number at 619-225-9597.

Attendance

- Please be prompt in order to get the most out of your classes! If another class is going on, feel free to enter the studio quietly and sit in the waiting area by the door.
- **IMPORTANT! Please call or e-mail your instructor if you will be absent.**

Your Instructor: _____

Phone: _____

E-mail: _____@recreationalmusiccenter.com

- We regret that we cannot offer make-ups for missed classes except in extreme circumstances. To request that an absence be approved and become eligible for a makeup, please e-mail the educational director. (Please note that instructors may not approve absences or schedule make-up classes without permission from the educational director.)
Leslie Gereghty, Educational Director: leslie@recreationalmusiccenter.com
- If an instructor must miss a class and a substitute teacher cannot be found, the class will be made-up at a mutually agreeable time or credited to your account. A refund will be issued at the end of the session if you do not re-enroll.

Class Books/Materials

- Class books and materials are not included in the cost of tuition. You will receive an invoice and your account will be billed. Payment for these items (cash, check, credit/debit) is due at the next week's class. If you have a credit card on file and would like us to use that, simply call or e-mail David Gereghy to let him know.
- Please bring all assignment sheets and all music books to each class. This will ensure the student's class is time well spent, and keeps progress steady.

Personal Goals and Practice Requirements

- RMC does not have a practice requirement. We are here to help YOU meet YOUR goals. Therefore, the amount of time you spend practicing will be suggested to you by your teacher based on the goals you have communicated to us; we will hold you to these until and unless you communicate to us that your goals have changed. On-going communication between teacher and student (and/or parent) is critical!

RMC Jams!

- RMC Jams are held approximately once each session, with the exception of the summer session (about four times a year). Students may invite family and friends and are encouraged but not required, to perform as a soloist or as part of a group. These performances are always included in the cost of tuition and there are no fees associated with extra practices/rehearsals related to these performances. We strongly encourage you to attend even if you are not performing!

Fun Friday Privileges

- Fun Fridays are held each Friday from 6:30-8:30 during the school year. Currently enrolled students and their guests who are 7 years or older may attend Fun Friday *without* parental supervision. (Younger students may be accommodated depending upon our staffing availability, so don't hesitate to ask!)

Practice Tips for Families with Children

The following tips are adapted from the "New School for Music Study" in Princeton, New Jersey. We strongly urge you to build these into your routine:

1. Immediately after the class, ask your child to tell you what he or she learned that day and to show you the new assignment.
2. At the first practice session following the class, spend a few minutes with your child helping him or her practice one or two songs. Even if you do not play an instrument, encourage your child through the instructions on the assignment sheet. Be certain your student understands he or she is to practice everything that is assigned, or start where they left off the next day. Students should be able to complete the entire assignment each day. If it is consistently taking too long, or not long enough based on the goals you set, be sure to communicate this to your teacher.
3. If there are questions about assignments, please do not hesitate to contact your child's teacher to discuss.