

## **Studio Lesson Policy 2024-2025** *(revised: August 2024)*

Nicholas Busch, MMus., CFMTA & ORMTA Registered Music Teacher  
Ottawa, ON

[nbmusicstudios.ca](http://nbmusicstudios.ca) | [nickbuschp@outlook.com](mailto:nickbuschp@outlook.com)

Welcome, or welcome back to the music studio! I am so glad to join you on your musical journey. I hope to promote creativity, curiosity & collaboration in my students as we pursue excellence in music together. I aim to provide a welcoming studio in which each pianist's learning goals are achieved through quality instruction, steady practice and self discovery. Each musician brings something unique to the studio, and I am delighted to welcome you, or welcome you back, to the studio community.

### **Important Dates**

- The academic year will be broken into three semesters:
  - Fall: 16 September - 20 December
  - Winter: 6 January - 7 March
  - Spring: 17 March - 27 June
- No lessons will be taught on the following dates:
  - Thanksgiving Monday: 14 October, 2024
  - Family Day: 17 February, 2025
  - Victoria Day: 19 May, 2025
- Summer lessons are offered on a per-lesson basis. Please inquire with me directly if you'd like to continue lessons in the summer!

### **Investment**

The studio is run on tuition-based fees, and not on fees per lesson. Tuition includes:

- 38 Lessons (36 with two 'flex weeks' detailed below)
  - Students with lessons on Mondays receive 35 lessons & lower tuition fees
- 2 In-person recitals
- 2-3 Masterclasses
- Access to the studio library for scores and materials
- Additional optional performance opportunities through music festivals
- Administrative fees

Payments are the same every month, regardless of the number of lessons, and are due on the first of the month from October-July. Invoices are distributed in each student's/family's individual google folders at the end of the month. I offer lessons beginning at 45 minutes, and only offer 30 minute lessons at my discretion if I believe it will be a better fit for the student. Monthly payments differ by lesson length as follows:

- 30 min lessons \$108
- 45 min lessons: \$160
- 60 min lessons: \$215

For students with lessons on Mondays, monthly tuition fees are adjusted to account for missing lessons on holiday Mondays as follows:

- 30 min lessons \$100
- 45 min lessons: \$150
- 60 min lessons: \$200

Payment should be administered by E-transfer due the first of each month (\$10 late fee if payment is more than 24hrs overdue. The fee will be levied every 48 hours until the payment is received.) Should the payment not be received in the appropriate amount of time, lessons may be terminated until sufficient payment has been received. I understand that finances can be a barrier to music lessons. If you need an extension on a payment or would find it easier to pay the 10-month tuition in a different manner, please discuss this with me directly.

**Flex Weeks:** Only 33 lessons are charged, meaning that each student will have two “Flex Weeks” which can be used in place of a regularly scheduled lesson. These can be used at any time and will not be made up. This is to accommodate sudden changes in schedule, such as travel, illness, emergency etc. If a student has not used their flex weeks by the end of the year they are counted as bonus lessons.

**Registration Fee:** A registration fee of \$50/student or \$75/family is due with the registration form in order to reserve a scheduled lesson time for the 2024-2025 season. This fee helps to cover administrative costs, venue rentals, and honorariums for guest clinicians.

### **Cancellations**

- If I, the teacher, need to cancel a lesson (work-related travel, performances, etc.), I will either reschedule, offer a substitute, use a Flex Week, or offer the lesson in an online format. In instances where these options are not possible, I will reduce the cost of your next monthly payment to adjust for the missing lesson.
- If a student needs to cancel a lesson for any reason, an online lesson will be arranged, or a Flex Week will be used. Rescheduling may be arranged at the sole discretion and convenience of the teacher.
- Please provide a maximum amount of notice for cancelling a weekly lesson.
- One month’s payment is charged for cancelling all lessons between the signing of this document and the end of the soonest semester. No fees will be returned after April 30.

### **Recitals, Examinations, and Festivals**

- I love promoting music in the community and will hold opportunities for students to perform.
- Additional performing opportunities are available through the teaching organization ORMTA. Those recital dates are optional, and I will pass along the information as it becomes available.
- Conservatory Canada exams take place in February, June, and August. Royal Conservatory Examinations take place in January, April, June, and August. CNCM Exams are held in February,

May, and August. Note that All 3 conservatories offer examinations that can be taken for high-school Fine Arts credits for grades 10, 11, and 12, and their certificates are regarded as equivalent by post-secondary institutions.

- Kiwanis Music Festival and Ottawa Piano Festival are excellent ways to be immersed in music in the community. Registration is in December, and the festivals take place in March and April. Please notify me if you or your child would like the opportunity to participate.

### **Materials**

- Required for every Lesson: any books or printed material we are using, notebook, pencil
- A three-ring binder or folder for sheet music and handouts
- A piano or digital keyboard at home
  - A digital keyboard must have 88 weighted keys and a pedal attachment
- Metronome for home practice (Free phone apps are available for this)
- If a student is participating in a live performance, they must expect to comply with the law by having with them an original copy of the music which may be borrowed or purchased.

### **Practicing**

Practicing often and intentionally is an essential part of learning to play any instrument. It is my responsibility to give you the tools for successful practicing, but it is the responsibility of the student to practice regularly. Parents of young beginners are encouraged to practice with their child. I encourage practice goals versus practice minutes: goals will be set in lessons in conjunction with the student and teacher. If a practice question comes up, feel free to email me pictures, or videos of your question, and we will address it in our next lesson.

*Practicing fosters positive, steady growth and enjoyment of music!*

### **Studio Health Policy**

Lessons will be taught online if the student, or any member of the student's immediate family develop symptoms of respiratory illness. Please notify me as early as possible if you are ill and expect to move your lesson online. If upon arrival a student presents symptoms of illness, no lesson will be taught in person, and an online lesson will be offered. If you or your child were unable to be at work or school due to illness, you should not come to your music lesson either.

If I, the teacher, become ill or develop any symptoms or respiratory illness, lessons will be taught online and all affected students will be notified.

Please note that my studio is a space free of judgment for any diagnosis, disability, or mental illness. If a student needs to cancel a lesson or not participate in any event due to anxiety or other mental health concerns, that is a completely valid and respected choice. If a new diagnosis arises that you feel will impede your/your child's ability to participate in music lessons, please let me know.