

# Cindy Graeler Studio Policy

*Adult Students*

*2020-2021*

## Contact Information

The best ways to contact me are via text, phone, or email:

**Phone (call/text): (314)601-5509**

**Email: cindygraeler@gmail.com**

## Location

There are two possible locations to take lessons depending on the day and which is most convenient for the student.

**Home Location (Monday-Thursday):** 11018 Crimson Drive, St Louis, MO 63146

**Dayspring Arts Academy (Friday):** 2500 Metro Blvd. Maryland Heights, MO 63043

*\*All Dayspring scheduling and tuition is handled through the school\**

## Website

Our studio website can be found at [www.cindygraelerpiano.com](http://www.cindygraelerpiano.com). My vision for the website is not only to use it as a point of contact for potential students, but also for current students - sharing information on events, virtual recitals, and a student/teacher run blog. (Before I post any videos or pictures of students, I require everyone to sign a photo/video release waiver)

In addition, I will be using mymusicstaff.com to keep track of scheduling, payments, and lesson notes. Each student will have an individual sign-on that can be used to access this site.

## Practice Expectations

Students are expected to practice at least 5 times a week on a well-maintained acoustic piano or a full-size keyboard (88 keys) with weighted, touch-sensitive keys and pedals. Individualized plans of how long each student should practice per day will be set up during lessons, but here is a general guideline

Beginners - 15-20 minutes

Intermediate - 20-30 minutes

Advanced - 30-45 minutes or more

## Materials

The teacher will obtain all needed books and materials for the students. Students will then be notified about the cost and can reimburse the studio. If students would like to learn any other music beyond what is chosen, they are responsible for obtaining the music themselves. All of these materials should be brought to every lesson.

## Length of Lessons

Private lessons are offered for 30, 45, and 60 minutes depending on the student's level of playing, and desire.

## Student Arrival Times

Students may not arrive early to their lesson, unless communicated to and approved by the instructor. Students who are late for their lesson will only have the remainder of their time, and the missed time is not eligible for make-up or refund.

## Online Lessons

Students will have the option to take lessons online for any or all of the 2020-2021 school year. These lessons will take place over Zoom (Meeting ID: 273 049 1631), FaceTime (3146015509), or Muzie (password: Princess). Students may switch back and forth between online and in-person lesson as long as the teacher is notified before the lesson time.

## Performance Opportunities

Many of the performance opportunities of the studio are geared towards younger students. Adult students are not required to perform publicly, but are welcome to. It is up to the student to request extra performance opportunities (recitals, smaller group lessons, or competitions).

## Lesson Scheduling

Regular lesson attendance is a vital part of a student's musical growth, but sickness, travel, event conflicts, or other things may arise that causes a student to miss a lesson. NOTE: For the well-being of the instructor and other students, students should not come to their lesson if they are sick with a contagious illness. **If they are able, students will have the option of keeping their regular lesson time with the lesson taking place online. Students will also have the option of switching to another open lesson slot on the MyMusicStaff calendar.**

## Tuition

Because of the complicated nature of adult schedules, lessons are billed a la carte. Tuition can be paid weekly per lesson or for multiple lessons at a time.

Tuition rates are as follows:

Length (min)	Rate
30	22.50
45	33.75
60	45

## Payment Options

Cash, Check, Venmo, and PayPal are all accepted

1. Cash or Check: payable to either *Cynthia Graeler*
2. Paypal: [cindygraeler@gmail.com](mailto:cindygraeler@gmail.com)
3. Venmo: @graelpianostudio