

# SONGBIRD FOREST POLICY 2018

Voice / Performance / Songwriting lessons  
(857)990-8349 / [songbirdforest@gmail.com](mailto:songbirdforest@gmail.com)

## TUITION

### Private lessons:

#### When paid **monthly**:

30 min. lessons: \$30

50 min. lessons: \$45

#### When paid **per lesson**:

30 min. lessons: \$40

50 min. lessons: \$55

### Group lessons:

#### When paid **monthly**:

30 min. lessons: \$25 per student

#### When paid **per lesson**:

50 min. lessons: \$30 per student

Monthly payments are due the 20th of the previous month.

Payments per lesson are due the beginning of the lesson.

### Additional info regarding tuition:

- First lesson is free.
- Late payment fee: 25% of total value.
- Get 15% off your lessons for bringing me a new student.
- Family deal: Get 25% off each family member.

## PAYMENT METHODS

- Venmo: Private transfers made to @Oriana-Setz account.
- Bank deposit/transfer: Bank of America, Checking account #898069301936
- Checks: Name under Oriana Setz
- Cash: The payment is due the beginning on the lesson in this case only. If you need change, let me know 24 hours before the lesson.

## YOU CAN EXPECT FROM ME

- To respect the cancellation policy. (See below).
- To be honest when my students' needs go beyond my capabilities.
- To create a respectful and safe learning environment for the student.
- To do my best to inspire my students and to share with them my knowledge and experience.
- To be communicative with the students and/or families.
- To return emails, texts and calls within 1-2 business days.
- To be punctual.

**MY EXPECTATIONS FROM PARENTS & STUDENTS**

- To respect the cancellation policy. (See below.)
- To respect the privacy of the lesson: No parents/family members are allowed in the studio during the lesson time, only the student. **Talk to me if you are interested on group lessons.**
- To have practice and bring the material needed for every class.
- To be punctual: arrive 5 minutes before the lesson time. **(Lessons start at the hour or :30.)**
- To contact me via cellphone between 09:00AM and 10:00PM during business days only.

**CANCELLATION POLICY**

**Student:**

- Cancellations on student’s behalf must be notified to Oriana Setz 48 hours prior to the lesson time.
- Cancelled lessons may be rescheduled at Oriana Setz’s discretion.
- Students who pay per lesson on cash must pay for the cancelled lesson at the beginning of the following lesson.
- Late and not notified cancellations won’t be rescheduled or refunded. (Students who pay per lesson must pay for the late or not notified cancelled lesson.)

**Teacher:**

- Cancellations on Oriana Setz’s behalf must be notified to the student/parents 48 hours prior to the lesson time. Students have the right to reschedule their lesson or to receive a full refund otherwise.
- Late and not notified cancellations will mean a free lesson for the student.

*“I have read Songbird Forest Policy 2018 by Oriana Setz and agree to respect it. I also understand that Songbird Forest reserves the right to refuse their services at their own discretion.”*

\_\_\_\_\_   
 Print name

\_\_\_\_\_   
 Print name

\_\_\_\_\_   
 Signature

\_\_\_\_\_   
 Signature