



B. Ware Works Studio Policies

ENROLLMENT: All students who enroll in BWWPS in the Fall are expected to continue with lessons for the **full academic year** (beginning in September and ending in May). Students who enroll during the summer months have the option to enroll for summer-only classes (June-August) and/or for the academic year (September-May).

SUMMER LESSONS: Summer lessons are available from June-August (with two weeks of vacation time, generally the first or second week of June and the week prior to Labor Day).

STUDENT ABSENCES AND MAKEUP LESSONS: Absences due to illness, family emergencies, and prior engagements are excused. Makeup lessons are available for any *excused* absence. Makeup lessons will be scheduled based on teacher and student/parent availability. Unexcused absences include but are not limited to forgetting a lesson, skipping a lesson due to lack of practice, and failure to notify teacher of absence at least **24 hours in advance**. There will be *no makeup lesson* and *no refund* of payment for *unexcused* absences.

TEACHER ABSENCES: The teacher reserves the right to cancel lessons due to illness, family emergency, and/or professional commitments. If possible, students/parents will be notified at least 24-48 hours ahead of time for professional commitments. All lessons missed due to teacher absence will be made up if possible. If we are unable to schedule a makeup lesson, payment for the missed lesson will be applied to the following month's invoice.

TUITION AND PAYMENT: **Due to the increased cost of living/inflation and expanded educational and recreational items provided, Tuition for lessons will be increasing beginning September 2026.** Lessons held at the BWWS location are \$45 (30-minute lessons) and \$90 (1-hour lessons). In-home lessons (*only* available for families living less than 5-miles from teacher's residence) are \$50 (30-minute lesson) and \$100 (1-hour lesson)*. Tuition is to be paid on a *monthly* basis due on the 1st of each month. * There will be a 5 day grace period. If payment has not been made by the 6th of the month, a **\$25 late fee** will be charged. An invoice will be sent 1 week prior to the first of the month with details of the amount owed.

RECITAL AND STUDIO EVENTS: Students are required to participate in the BWWPS Spring Recital, which is held each year in late May/early June. In addition to the Spring Recital, students are encouraged to participate in the annual Halloween Spooktacular and the Home for the Holidays virtual recital. Lastly, BWWPS strives to plan 1 fun studio outing per semester in which both students and family members are welcomed to participate.

TERMINATION POLICY: Parents/students who would like to end lessons with BWWPS are required to notify the instructor at least **one month prior** to the expected termination date/last lesson. The instructor reserves the right to terminate lessons with any student based on either a lack of interest, practice, attendance, or mutual respect for the instructor and other students.

*Exceptions to the monthly payment schedule and/or tuition fee must be discussed and agreed upon by instructor and parent/student.

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PHOTO RELEASE AND SOCIAL MEDIA: BWWPS maintains a website, Facebook page, Instagram, and YouTube channel. Student photos taken during events and lessons are often posted. Only first names and last initials (e.g. Brianna W. B.) are used to maintain students' privacy. Please mark your consent below:

☐ I Consent

☐ I DO NOT Consent

By signing below, I agree to the policies of Dr. Lawren Brianna Ware-Boggs and the B. Ware Works Piano Studio:

Parent/Guardian

Name (please print)

Signature

Date_____

Owner/Instructor

Dr. Lawren Brianna Ware-Boggs

Dr. Lawren Brianna Ware-Boggs
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