

## Financial and Tuition Policies

MCS Tuition is charged by semester in advance with 12 lessons per semester. If appropriate, at MCS discretion, semester fees can be divided into 3 equal monthly payments due in advance on the first of the month of service. Missed lessons can be rescheduled but will not be refunded.

**Please note:** Tuition payments received after 7<sup>th</sup> of the month may be subject to a late charge levied at MCS discretion.

All lessons are due in advance at the beginning of each month of service.

MCS prefers to have tuition settled by check, MCS will accept cash, but we do not accept bank or credit cards.

- **Please make all checks payable to Music Conservatory of Sandpoint (MCS)**

### Refund Policies

#### **Private Lessons**

Initial and re-registration fees are NON-refundable and due at enrollment and not subject to monthly payment plan at the discretion of MCS.

Students who withdraw prior to the day of their first lesson (24hr before) will receive a full refund.

Students who withdraw prior to their sixth (6) lesson will receive a refund for the balance minus two lessons. Students will not receive any refund after their sixth (6) lesson with the exception of illness or other unforeseen circumstances.

#### **Group lessons**

A full refund will be given for group classes if class is cancelled one week prior to start of classes.

50% refund after two classes and no refund after 3rd class. The Conservatory reserves the right to cancel group classes due to insufficient enrollment. In that case a full refund is given.

#### **Cancellation and Make-Up Lesson Policy**

Students are entitled to two make-up lessons per semester due to unforeseen circumstances such as illness. Cancellations need to be made at least 24 hours prior to lesson time except in the case severe illness or an emergency. There will be no make-up lesson for missed group lessons.

MCS will cancel lessons due to weather in alliance with the LPOSD School District. Classes will be rescheduled as appropriate. Make-up lessons will also be offered in case the instructor is absent.