

ANNUAL REGISTRATION FEE \$50 for new students and \$20 for returning students with a maximum of 2 registration fees per family. Registration fee is non-refundable, non-transferable, and not eligible for credit on your account. Discounts do not apply to the registration fee.

PRIVATE LESSON PAYMENT PLANS Tuition can be paid in full, in two payments, or in monthly installment payments. A one-time \$30 finance fee is charged for two payments. A one-time \$50 finance fee is charged for monthly payments. Registration and Finance Fee paid at time of enrollment. Registration and Finance fees are non-refundable.

INSTALLMENT PAYMENTS Credit Card must be provided at time of enrollment and will be automatically billed on the first of the month. Any credit card payment that is declined will be subject to a \$40 late fee after the 7th day of the month.

TRIAL LESSON FEE Students may take 1 trial lesson at the standard tuition rate for private lessons. No trial lessons are available for group classes.

PIANO ACCOMPANIMENT FEE Students will pay fee directly to accompanist with cash or check. Check with your accompanist for current rate.

- **DISCOUNTS AT HARMONIA**
- Active Military 5% with current ID
- Registration Fee Waived During Early Online Enrollment Periods
- Multiple Discounts Not Permitted
- Discounts do not apply to Registration and Finance Fees

ATTENDANCE, CANCELLATIONS, SCHEDULE CHANGES, MAKE-UP LESSONS AND CLASSES

- All students are expected to be present for all classes and lessons.
- One make-up lesson is permitted each semester for private lessons with a 24 hour advance notice to your instructor and the school office. Make-up lessons must be arranged with your instructor and are based on their availability.
- There are no make-ups for missed group classes.
- When a private lesson is cancelled by the instructor, you will be notified and a make-up lesson will be arranged by your instructor. Make-up lessons can be done virtually if needed with the approval of your instructor.
- In a case of inclement weather or other circumstance beyond our control, lessons and group classes may be switched to virtual/online or rescheduled.
- Harmonia may cancel any group class with insufficient enrollment numbers. If that happens we will provide a full refund to your account.
- There are NO make-ups or refunds offered for Summer Lessons

Photography Rights: Harmonia School of Music reserves the right to use photos and videos taken in classes and at school events as part of our promotional and marketing materials.

GROUP CLASS WITHDRAWAL OR CANCELLATION No refunds will be issued for group classes once class begins.

PRIVATE LESSON CANCELLATION If you wish to drop your enrollment from private lessons you are required to submit a 1 month drop notice to the school office. Please send your official drop request to harmonia@harmoniaschool.org. Once your drop request is recieved we will notify your instructor and adjust your account billing to reflect your last lesson date. You are responsible for payment on any remaining lessons up to your last lesson date.

STUDENT DROP OFF AND PICK-UP For the safety of all students, parents are advised to escort their children to the classroom. Parents should pick up students in person immediately following their lesson or group class.

OBSERVATION It is recommended that parents with small children be present during private lessons. Some piano and other group classes may require parent participation as part of the curriculum. Please check with your instructor or the school office for requirements.

INSTRUCTOR REPLACEMENT Harmonia reserves the right to replace instructor(s) without causing any discontinuity in student's study. If this happens a student has the right to switch to another studio without penalty as long as there is an opening. Once a switch has occurred a student must give a 1 month notice prior to switching again.

SCHOOL CLOSINGS Harmonia does not follow any county school closings. We are open on all Monday holidays except for Labor Day, Memorial Day, Spring Break, and Winter Break. To view all our lessons dates and group class schedules please visit our About/QuickLinks tab. For up to date closings due to inclement weather and other important school updates we strongly recommend that you follow our Harmonia Facebook Page and join our weekly email blast.

HEALTH POLICY If you are feeling sick or unwell please consult with your primary care doctor and take their recommendation prior to attending private lessons or group classes.

ACCOUNT INFO/PARENT PORTAL Harmonia parents have 24/7 access to their students account by visiting www.harmoniaschool.org and clicking on the Parent /Teacher Portal tab. You can login using the same email that you enrolled with. You will be required to set up a password the first time you login. Once you are logged in you will have access to your enrollment and billing information. Some things that you will be able to do:

- Enroll your student in private lessons or group classes
- View your monthly invoicing and billing information
- Change or update your payment method
- Message your instructor or the school office
- View and print your payment history

Harmonia School of Music & Art
204 Mill Street NE Suite F
www.harmoniaschool.org

PRIVATE LESSONS AT HARMONIA

- We recommend that each student read and understand their instructors individual studio policy and practice requirements.
- Harmonia has 3 recital opportunities throughout the school year. With your instructors guidance we highly recommend that students participate in this great opportunity to perform in front of an audience and listen to other students.
- Each semester Harmonia School holds a student practice competition and awards prizes for our top students. Talk to your private lessons instructor about how you can participate.
- Each year Harmonia School offers an honors recital audition. Instructors will nominate students in their studio at each skill level that they feel are ready to audition for an opportunity to perform in our end of the year Honors Recital. Trophies are given to all Honors Recital Performers.
- Enrollment for private study at Harmonia is ongoing throughout the school year. Tuition will be prorated for late registrants. Contact the school office for a list of current studio openings.

THEATER CLASSES AT HARMONIA

To all of our Theater parents and students. We are so glad that you have found our programs. We want you to have a great first Theater Experience. Joining a theater program can be a large commitment and since there are no refunds given once a group class begins we highly recommend you take a moment to learn a bit more about our programs before you make a decision to complete your enrollment.

- Our Theater group classes are designed for beginning, intermediate, and advanced students. The typical progression will see students beginning with Summer Theater Camp, and moving on to Theater Kidz or Rising Stars, and finally, Main Stage.
- The work is meant to be joyful, creative, inclusive, fun, and full of possibilities.
- Our programs typically conclude with a showcase based on a popular fairytale or story and in the case of MainStage, a full production. As the skill level increases so does the student commitment, difficulty and show requirements.
- Summer Camps, Theater Kidz, and Rising Stars DO NOT focus heavily on casting. Although we do cast parts for suitability, the class is not set up around a casting audition or competition. It is meant to take a group of students and help them develop their skills as they create a showcase together. The last day showcase is a reward to show the progress and hard work of our students. If your expectation or satisfaction is based solely on being cast in a particular role then these programs are not for you.
- Our participants must be willing to accept roles that are given. It is common for roles to develop and scenes or lines to be expanded to challenge students as they work together to create interesting characters on stage. Every role in musical theater is important to the story.
- Parents should be supportive and encouraging to our young actors.

If you still have questions about Private Lessons or Group Classes please send us an email to harmonia@harmoniaschool.org or give us a call at 703-938-7301