



David D. Artley, Trumpet

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<http://www.artleymusic.com>

STUDIO POLICIES

Fees:

Lesson fees are as follows:

30-minute lessons, \$ <u>30.00</u> .
45-minute lessons, \$ <u>45.00</u> .
60-minute lessons, \$ <u>60.00</u> .

Payment for lessons is due in advance, with each month's payment due by the last lesson of the previous month. I accept cash, check, Paypal, Venmo, and Zelle for payment.

Missed lessons/Makeup:

Makeup lessons will be given in the case of personal or family illness, or under special circumstances with the agreement of the instructor, provided 12-hour notice is given. In the event the student will be gone on extended leave, i.e., vacation, school trip, etc., please notify me at least one week prior to leave. In case of extreme weather/dangerous road conditions, please contact me concerning lesson cancellation. I prefer email (artleyd@gmail.com) for regular communications and text message to my cell phone (703.624.6227) for last minute contacts.

If I am forced to reschedule (this may happen occasionally due to my commitments as a working professional musician), I will try to notify you 24 hours in advance. Every attempt will be made to find a makeup time. If makeup is impossible, credit will be given for that lesson.

Tardiness:

If the student is late for a lesson, I will use the amount of time left in the slot for the lesson.

Practice:

Studying the trumpet requires practice! Parental encouragement/supervision is crucial and a requirement for creating a successful, young musician. Beginners should plan on a minimum of 30 minutes/day. Older students should plan on 45 minutes or more- the more invested the more the return. Instruments should be coming home from school EVERY day!

Studio Policies

Required Materials:

- Student Materials Book- Daily Routine,
- Student Materials- Scales,
- Trumpet Student- Assignments,

All three above are available above for free at <https://www.artleymusic.com/student-page> . Click on "Trumpet Student Materials". Please download, print, and bind in some manner (3-ring binder, etc.). Feel free to explore the website and check out our videos and recordings on the "About Us" page. A copy of this "Studio Policies" is also available on the website.

- assorted method books and solo/ensemble music, depending on level of your student.
- appropriate equipment. (Example: rental trumpets often come with mouthpieces not suited for beginners. I may ask you to purchase a suitable mouthpiece, etc.)

Conferences/Feedback:

I am always willing to discuss a student's progress with a parent or guardian, though I prefer to reserve the actual lesson time for teaching. Feel free to call with any questions/concerns. As a working performer for over 35 years, I have high expectations. I accept only hard-working students!

I have read and understand these policies:

Parent/Guardian- _____ Date- _____

Student- _____ Date- _____

Address- _____

Cell phone- _____ Home phone- _____

Email- _____