

Anna Lugbill's Studio Policies



Attendance

Students will be given up to two make-up lessons per semester and they cannot be rolled over. Please note that once we agree on a lesson time, that is your time, and I cannot give it to anyone else. Therefore, please make it a priority to attend each week. Of course, I understand if you or your child is sick or if something unexpected happens. If you need to cancel, please let me know at least 24 hours in advance in order to receive a make-up lesson. If too many lessons are missed regularly, I will reach out to check in on the situation, but I may have to offer up your lesson time to someone else. I do get numerous inquiries each year and my finances rely on me having a full teaching schedule! Additionally, if you intend to stop lessons or switch teachers, please let me know before the first of the upcoming month to avoid paying for that month's tuition. I always appreciate as much notice as you can give! On the flip side, if I have to reschedule, I will let you know as far in advance as possible, and you will always receive a make-up lesson for the lessons that I have to cancel. Any weeks that I take for vacation will be factored into the weeks of tuition ahead of time and therefore wouldn't need to be rescheduled.

Scheduling

Please pick a lesson time that will work around sports or potential conflicts later in the year. If you need a new lesson time mid-year, I will try, but I might not be able to accommodate.

Payment

The number of school session weeks during the year will be calculated and divided into a monthly tuition. For example, fall of 2026 will have 16 weeks of lessons. The total cost for the 16 lessons will be divided into four installments due on the first day of September, October, November, and December.

Practicing and Readiness

Violin and viola are hard instruments (although super fun of course) and practice is essential for improvement! Please arrive on time and bring all of your music books. This will ensure that our time together is optimized. If you are running late, please let me know. If I haven't heard from you by 10 minutes into our lesson time, I will not hold the remaining time.