

July 7, 2019

## MASAKO UDAGAWA MUSIC STUDIO

### STUDIO POLICIES

#### Tuition Plan

##### ■ COURSES FOR MTAC CERTIFICATE OF MERIT, PIANO COMPETITIONS.

The duration and tuition of each piano lesson are set based on your CM level, as the length and the number of pieces you need to perform at MTAC CM evaluation varies according to the CM Level you apply for.

The course begins on August 12<sup>th</sup>, 2019 and on May 31<sup>st</sup>, 2020

#### PIANO

CM LEVEL	CM EVALUATION	LESSON SCHEDULE
1 - 2	10 Minutes, 2pcs	35 Minutes
3 - 5	15 Minutes, 3pcs	40 Minutes
6 - 7	20 Minutes, 4pcs	50 Minutes
8 - 9	25 Minutes, 4pcs	60 Minutes
Advanced & Panel	30 Minutes, 4pcs & an etude	65 Minutes

- Basic Theory and Sight Reading are taught in the lessons.
- I charge \$30 for 30 minutes if you need an extra theory lesson.

#### VOICE

CM LEVEL	CM EVALUATION	LESSON SCHEDULE
3 - 4	15 Minutes, 3pcs	40 Minutes
5 - 6	20 Minutes, 4pcs	50 Minutes
7 - 8	25 Minutes, 5pcs	60 Minutes
9, Advanced& Panel	30 Minutes, 5 -6 pcs	65 Minutes

- Basic Theory and Sight Singing are taught in the lessons.
- I charge \$30 for 30 minutes if you need an extra theory lesson.

## ■ PIANO FOR FUN

- 30 minutes: \$40 per lesson.
- Basic Theory is taught in the lessons.

## ■ VOICE FOR FUN

- 30 minutes: \$40 per lesson.
- PIANO lessons are optional in voice lesson.

## Tuition Payment

- Payments are due at the first lesson of each month depending on the number of lessons the student is planning to take. 10% late fee will be applied seven days after the due date.
- Notice should be given for any cancellations at the time of payment (i.e. for vacations and other planned activities); these weeks will not be including in the monthly fee.

## Absences and Tardiness

- For absences, please notify by phone (925-989-2218) 24 hours prior to the scheduled lesson time. Make up lessons may be available.
- Lesson fees will not be reimbursed for cancellations without notifications or for failure to appear for the lesson.
- Tardy students are limited to their remaining lesson time.

## Termination

- Please notify at least four weeks in advance in the event of a student decides to discontinue taking lessons. Failure to do so, the remaining paid tuition will not be refunded.

## General Expectations required of all students

- With the exception of holidays and vacations, students are expected to attend lessons weekly.
- Clean hands and clipped fingernails.

Masako Udagawa Music Studio

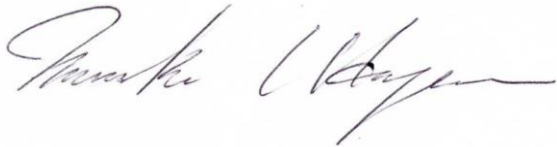
8140 Canyon Creek Circle, Pleasanton, CA 94588  
925/989-2218  
www.masakomusic.com

## Parking

- Please park your car on the driveway, if it is available.
- The driveway is able to fit two vehicles. Please be courteous to others and neighbors when parking.

I must ask for your strict adherence to the policies above. If you have any questions about the studio policies, please do not hesitate to contact me.

Thank you very much.

A handwritten signature in black ink, appearing to read "Masako Udagawa". The signature is fluid and cursive, with a long horizontal stroke at the end.

Masako Udagawa

**Masako Udagawa Music Studio**