

# Carpinteyro's Cello Studio

## Information & Policies

### **Communication and contact information**

My main method of communication with the studio is email. Please check your email and the website periodically especially around performance time. This ensures you are up to date.

Email and voicemail is the best way to reach me. I try to return messages in 24 hours. I do not text. Sorry!

Email: [garpinte@yahoo.com](mailto:garpinte@yahoo.com)

Phone: 419-575-2374

Mailing Address: c/o CMA, 7420 Montgomery Road Cincinnati, Ohio 45236

### **Attendance**

Attendance is required at all lessons, classes and events for which you are enrolled. There are 11 weeks of lessons offered each quarter. There are no makeup lessons for missed lessons. Makeup lessons are only available for excused absences-lessons missed due to emergencies or illness. Appointments, school conflicts, birthday parties, rehearsals, etc. are not considered excused and lessons missed for these reasons will not be made up. Makeup lessons for emergencies are limited to one per quarter.

### **Lesson Cancellation**

Occasionally I will need to be out of town because of performances. In such cases, you will be notified a week in advance, and we will arrange an alternative lesson time.

### **Tuition and due dates**

Tuition is assessed quarterly; however payment in 3 equal monthly payments is accepted.

30 minute lesson	\$351/quarter or \$117/month
45 minute lesson	\$526.50/quarter or 175.50/month
60 minute lesson	\$702/quarter or \$234/month

Individual lesson fee \$60/hour

Tuition does not include fees for music, instruments, or recital fees. Payments are due on or before the 10th of each month. Payment received after the 10th of each month will be assessed a \$10 late fee. A \$25 fee will be assessed for returned checks.

### **Please make checks payable to Gustavo Carpinteyro-Lara and not to CMA**

Mail payments to:

Gustavo Carpinteyro-Lara

c/o CMA 7420 Montgomery Rd.

Cincinnati, Ohio 45236

### **Practice Expectations**

For maximum development, students should practice accordingly:

- 30 minutes lessons: 30 minutes daily
- 45 minutes lessons: 45-60 minutes daily
- 60 minutes lessons: 60-90 minutes daily

### **Lesson Swapping**

If you have a conflict with your lesson time you may be able to switch your lesson to an alternate time if one is available that week. To do so:

1. Send me an email, at least 48 hours in advance, with your request to switch including the original and desired lesson dates and times.
2. Wait for an email confirmation from me that this is ok. Swapping lessons is based on availability and not guaranteed.

### **Parental Involvement**

Parents of students younger than 11-12 must be active in private lessons and during home practice because your child will need help during practice time. Parents should bring a notebook to lessons each week to take notes. So you will understand what concept is being taught through each activity, specific details, and things to check during assignments. I understand that most parents are not musicians, and I will help you and your child to comprehend what to look in each activity or exercise.

### **Parent/teacher Communication**

If you are not involved in your child's lesson, please check in by stopping in or emailing me from time to time. Never hesitate to contact me. If you are involved in your child's lesson, feel free to ask me anything at the end of the lessons. Do not leave the room with doubts about assignments or exercises. You can email me anytime if you have questions or concerns.

### **Weather**

If there is a weather or snow emergency, lessons may be cancelled and made up at a later date. If Cincinnati Public Schools cancels the entire school day, lessons will be cancelled and made up. I will send an email as early as possible on these days to confirm there are not lessons.

### **Lesson suspension and termination**

In the event that you should need to discontinue lessons, please let me know at least one month in advance so that I can adjust my schedule and offer your time to interested families. Tuition will be prorated for the quarter, beginning one month after you let me know, so be sure to let me know well in advance of the time you need to stop your lessons. So if you tell me on June 1, your tuition obligation ends July 1. I

I reserve the right to dismiss a student for non-payment, frequent absence, or other reasons at my discretion.

### **Resources**

Cello Rental and instrument maintenance:  
A Violin Maker's Workshop  
<http://aviolinmakersworkshop.com>  
513-204-5910  
513-244-1900

**Calendar**

Summer Quarter begins on June 15<sup>th</sup>.  
Summer Quarter ends on September 20<sup>th</sup>.

No lessons from July 3<sup>rd</sup> to July 6<sup>th</sup>  
No lesson August 31<sup>st</sup> and September 1<sup>st</sup>.

Summer Break September 14<sup>th</sup> – 20<sup>th</sup>

Fall Quarter begins on September 21<sup>st</sup>.