

# Dr. Carpinteyro's Cello Studio Information & Policies

## **Communication and contact information**

My main method of communication with the studio is either email or text. Please check your email and the website periodically especially around performance time.

Email and text message are the best way to reach me. I try to return messages as soon as I can.

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

Phone: 419-575-2374

## **Attendance**

Attendance is required at all lessons, classes and events for which you are enrolled. 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 two per year.

## **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**

30 minute lesson                      \$150/month

45 minute lesson                      \$225/month

60 minute lesson                      \$280/month

Hourly rate for individual lessons or consultations is \$85/hour.

Tuition does not include fees for music or instruments. Payments are due either by the 1st of each month or on the first lesson of the month, whichever occurs first. Payment received after the 1st of each month will be assessed a \$15 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 CarpinteyroLara  
c/o CMA 7420 Montgomery Rd.  
Cincinnati, Ohio 45236

Also **Venmo** and **Zelle** are accepted.

## **Practice Expectations:**

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 either an email or text, at least 48 hours in advance, with your request to switch including the original and desired lesson dates and times. I will send you a confirmation as soon as I can if your request is possible.

### **Parental Involvement**

Parents of students younger than 11-12 must be active in private 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 or text 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 1st.

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

### **Rental and Repair**

A Violin Maker's Workshop

<http://aviolinmakersworkshop.com>

