Cygnus Creative Arts Centre

5045 English Creek Avenue, Egg Harbor Township, NJ 08234-5243

(609) 272.1199 / (609) 272.1935 *fax*

*www.cygnusarts* *.org / info@cygnusarts.org*

**Officers**

**Kenneth Hitchens**

**PRIVATE MUSIC/VOCAL LESSON POLICIES**

**REGISTRATION**

**You may register and/or pay for lessons the following ways:**

* In person, or drop off your registration form(if new) with payment during office hours Monday-Thursday 4:00-7:00pm.
* Call our office at 609.272.1199 during office hours to register with a credit card by phone.
* Mail payment made out to Cygnus Creative Arts Centre at 5045 English Creek Avenue, Egg Harbor Township, NJ 08234.

**LESSON PAYMENTS**

* Payments in full are paid the ***first lesson of each month***. Please know there are some months with 4 weeks and some months with 5 weeks.
* Lessons are paid via check, cash, or credit card.

***Please note:*** There is a 3% charge for a credit card and a $35 charge for insufficient funds for checks.

* Annual registration fee is non-refundable: $20 per person, $35 per family.

This is charged every year in July.

* Students entering after the start of a month are charged for lessons on a pro-rated basis.
* Instructors ***will not teach any student*** if tuition is not paid by the second lesson.
* All paying customers will schedule lessons with the instructor.

**REFUNDS AND MAKE-UP POLICIES**

* If unable to attend a lesson please notify 609. 272.1199 or notify the instructor or email: info@cygnusarts.org
* There are no ***REFUNDS or CREDITS*** for missed lessons. Lessons are scheduled for make up during the monthly paid session and do not carry over to the next month.
* Teachers work with students to select days and times for make-up lessons.
* All teachers make every effort to stay on time and stay on schedule. We ask the students to be prompt to ensure a full lesson. The lesson will end at the designated time regardless of late arrival.

Private lessons are a wonderful opportunity to concentrate, to study and to grow as a performing artist. Therefore, all students are encouraged to practice daily, learn all material to the best of their ability and be ready for their next lesson. The teacher is there to teach, guide and coach, the rest is up to the student. Make the most of the lesson time shared together. Please Be Prepared!

**LESSON PRICES:** 15 Min/$15(3-5yrs.) 30Min/$30 45Min/$45.00 60Min/$60.00

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