

Doxology Music Academy

Policies 2026-2027



Excellence in Music. Glory to God.

High-quality, faith-centered music instruction in guitar, piano, cello, voice,
and worship ministry.

ATTENDANCE: Students are expected to continue lessons for a full academic year (First week of Sept- Last week of May). Students are expected to arrive for lessons in a timely manner, with all required materials and music.

SUMMER LESSONS: Lessons are also offered during the summer (June 14 – August 21). Students will have the option of taking weekly or bi-weekly lessons during the summer. Summer Lessons are optional and are available to students outside of the studio at teacher's discretion. Bands/Groups are welcome to apply for summer lessons. Summer make-up policy differs from the rest of the year. Students have one excusable absence for illness or family emergency which may be made up according to the calendar's scheduled make-up dates. *Additionally*, students may choose to miss *one* scheduled lesson for ANY reason. This allows for flexibility for summer camps, family vacation, or "just because". See Summer Calendar.

SUMMER RECITAL: A summer recital will cap off lessons from the summer session. These lessons will focus intensively on a special piece to be performed at the end of the summer.

CHRISTMAS RECITAL: In order to keep performance skills fresh, students will participate in an in-studio student recital to enjoy playing Christmas hymns and songs. They will perform memorized/prepared pieces for fellow students. This is a popular event which students look forward to and enjoy. Potentially, students may even participate in duet and/or ensemble pieces. This group session brings an end to the semester and counts as the student's lesson for the week. Unfortunately, missed recitals for any reason may not be made up.

SPRING RECITAL: Students are required to participate in the yearly Spring Recital in April. Once students are assigned music in January, they are expected to have it fully prepared and memorized by the beginning of April. Other performance opportunities may be available throughout the year. A missed recital will not be able to be made up.

MAKEUP LESSONS: An absence due to illness, accident, or family emergency is excused provided the teacher is notified at least 24 hours in advance. Students who have had fever, diarrhea or vomiting within the last 24 hours should be considered ill even if they are feeling better and should not attend music lessons. Only excused absences are eligible to be made up. It is the student's responsibility to reschedule a missed lesson time during the offered make-up dates each quarter if desired. Only one excused absence per quarter may be made up; however, reschedule lessons cannot be guaranteed due to the teacher's limited availability. Recitals cannot be rescheduled.

TEACHER ABSENCES: The teacher reserves the right to miss lessons due to illness or professional commitments. The teacher may choose to hire a substitute teacher, provide a pro-rated refund applied to the next month's tuition, or reschedule such lessons.

PRACTICE: The instrument should be located in a quiet room away from distractions. Students are required to practice a minimum of five days per week and meet the minimum practice time requirement as determined by the teacher. Students must come prepared each week for their lessons.

LESSON TERMINATION: Students may be asked to discontinue lessons at the end of a semester if they have excessive absences or come unprepared for their lessons, at the discretion of the teacher. Lessons may also be terminated for unpaid tuition.

TUITION: Tuition is charged for a complete academic year. Some months may have only three or four lessons, while others may have five. Tuition is an annual fee per academic year (\$1,440 for weekly 30-minute lessons) broken evenly for your convenience into monthly payments (\$160 for weekly lessons) rather than by the lesson. Tuition is due on the first lesson of each month. Please refer to the calendar for additional information as to how they break down. For the annual rate, you should expect to receive 35-36 lessons per year if meeting once weekly. 70-72 if meeting twice per week. Remember that there will be one recital per semester which does count as a lesson.

Weekly 30-Minute Lessons: \$1,440 annual tuition paid in monthly installments of \$160*

45- Minute Lessons: \$2,160 annual tuition paid in monthly installments of \$240*
(Older students are encouraged to take 45-60 minute lessons.)

60 Minute Lessons: \$2,880 annual tuition paid in monthly installments of \$320*

Bi-weekly 30-Minute Lessons: \$2,880 annual tuition paid in monthly installments of \$320*

45- Minute Lessons: \$4,320 annual tuition paid in monthly installments of \$480*
(Older students are highly encouraged to take bi-weekly, 45-60 minute lessons.)

60 Minute Lessons: \$5,760 annual tuition paid in monthly installments of \$640*

**Students who can meet during the school day (such as homeschool students) receive a 10% discount on all lessons. Students who receive this discount throughout the regular academic year will also be eligible for the same discount for the summer session.*

Summer 30-Minute Lessons: \$425 total summer tuition paid in two installments of \$212.50

45-Minute Lessons: \$637.50 total summer tuition paid in two installments of \$318.75
(Older students are highly encouraged to take bi-weekly, 45-60 minute lessons.)

60 Minute Lessons: \$850 total summer tuition paid in two installments of \$425.

Bi-Weekly Lessons- Simply double tuition amounts listed above for length of lessons chosen.

PAYMENT: Students should notify the teacher of their chosen method of payment at the first lesson. Personal checks or Venmo payments are acceptable. Unexcused absences will not receive credit/reimbursement. In the event that an excused absence occurs, students may re-schedule once per quarter. Absences in excess of that will be forfeit. Tuition from a teacher absence for which there is no substitute or make-up session scheduled by the teacher, will be applied toward a lesson in the following month. Students will be sent a list of required materials and will be expected to pay for all music books and materials. The teacher reserves the right to raise fees at the beginning of each new teaching year.

PARENT PARTICIPATION: Parents are asked to encourage students and to be active participants during music practice at home. Preferably, there would not be television or other distracting activities going on in the same room while a student is practicing. Parents should use encouraging, uplifting words and should never ask a student to stop practicing something over and over. Particularly with young students, a parent's physical presence along with help understanding weekly assignments (which pages to practice in which books, reading through theory assignment instructions, etc) is vital to a young child's success.

OFFICE HOURS: The teacher may often be unable to discuss student progress with parents before or after the lesson since other students have lessons at those times. Parents should call or schedule an appointment with the teacher if they have concerns or questions. Please call or text at 214-709-7982 or email at s.debs.j@gmail.com.

RECORDING: Parents/guardians must consent for their child's lessons to be recorded. There will be a video recording of each student's lessons which parents will be free to review during a scheduled appointment with the teacher if desired. These recordings may not/will not ever be shared via any form of media without the express consent of teacher and parent or adult student. The recordings serve as protection for the child and the instructor and can also be used to review a child's lesson with parents. Such meetings are available by appointment at the teacher's discretion.

Students should print and sign the following document for each school year to indicate that they have read and agreed to all of the above policies of Doxology Music Academy.

Date: _____

Student Signature: _____

Parent/Guardian Signature (students under 18): _____

Teacher's Signature: _____