

This enrollment agreement is between Coda Piano School Corporation and the undersigned student and/or parent or legal guardian.

1. Student and Parent / Guardian Information

Student Name

Date of Birth

Parent / Guardian Name

Phone Number

Email Address

Home Address

City

State

ZIP Code

Lesson Day

Lesson Time

Emergency Contact Name

Emergency Contact Phone

2. Lesson Enrollment and Tuition

The student is enrolled in private one-on-one piano lessons. Enrollment includes one 60-minute lesson per week on the same weekday and time each week. Enrollment is ongoing unless cancelled in accordance with this agreement.

- Monthly tuition is \$500 per month.
- Tuition is a flat monthly enrollment rate and is not based on the exact number of lessons in a given month.
- Tuition remains the same regardless of the number of weeks in a month, scheduled holidays, or school closures.
- Tuition includes standard method books and teacher-provided learning materials.
- Tuition does not include recital fees or fees for other optional school activities, events, or programs. Any such fees will be billed separately.
- Joining fee: \$0.
- Tuition is billed on the 1st day of each month and paid by automatic recurring payment only.
- Cash payments and pay-per-lesson arrangements are not accepted.
- The first month of tuition will be prorated based on the student start date.

3. Payment Setup, Authorization, and Failed Payments

Payment information must be submitted securely online through Stripe using the payment link provided by Coda Piano School. Stripe is a secure online payment platform. Coda Piano School does not see your full bank account information. The school may see limited payment-related information, such as payment status, customer name, email address, payment method type, and limited identifying details such as the last four digits.

Stripe payment setup link

- By signing this agreement and submitting payment information through Stripe, the student and/or parent or guardian authorizes recurring monthly payments for tuition and any authorized related fees under this agreement.
- If an automatic payment is declined or returned, lessons may be suspended until the balance is paid.
- A \$50 returned-payment fee may be charged for any returned or failed payment.

4. Attendance, Missed Lessons, and Rescheduling

- Missed lessons by the student are forfeited and are non-refundable.
- No makeup lessons are provided for student absences.
- Advance notice of an absence is appreciated but not required.
- Notice of an absence may be given by phone call or text message.
- Late arrival by the student does not extend the lesson time.
- Rescheduling may occasionally be offered at the school discretion when the teacher has availability, but rescheduling is not guaranteed.
- If the teacher is unavailable for a lesson, the school will first attempt to schedule a makeup lesson within 30 days at a mutually agreed time between the teacher and parent/guardian.
- If a makeup lesson cannot be scheduled within that time, the following month tuition will be reduced by \$60 for each lesson missed by the teacher.

5. Weather, Holidays, and School Closures

Coda Piano School Corporation follows Virginia Beach public school weather-related closure decisions.

- If Virginia Beach public schools are closed for weather-related reasons, Coda Piano School Corporation will also be closed.
- If Virginia Beach public schools open for part of the day but after-school activities are cancelled due to weather, the school will be open only for that portion of the day and lessons scheduled after public school hours will be cancelled.
- The school remains open during teacher workdays, conference days, and other non-weather public school closures unless the school separately announces a closure.
- The school is closed on New Year, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.
- Thanksgiving break is observed from Thursday through Sunday.
- Christmas break is observed from December 25 through January 1. The school reopens on January 2.
- No makeup lessons are provided for holiday closures or weather-related closures.
- If the school must close for reasons outside its control, including weather, emergencies, power outages, or similar events, no makeup lesson or refund will be provided.

6. Holds, Cancellation, and School Policies

- Enrollment carries an initial minimum commitment of 2 consecutive months. Cancellation requests may not be submitted during that initial 2-month commitment period.
- After the student has been enrolled for at least 2 consecutive months, the student may place lessons on hold for one full month, once per calendar year. No tuition will be charged during that one-month hold, and the student lesson spot will be held during that month.
- Cancellation requires 30 days notice covering one full billing cycle. The student may continue attending lessons during the cancellation period.
- Cancellation notice must be submitted by email or text message. Verbal notice will not be accepted.
- Students are expected to make a reasonable effort to practice and participate in lessons. The school may terminate this agreement if a student consistently fails to complete assignments, regularly neglects practice or preparation, or otherwise fails to participate in lessons in good faith.
- The school may also terminate this agreement or discontinue lessons at its discretion at any time. Grounds may include repeated lack of preparation, disruptive or unsafe conduct, repeated payment problems, or any other circumstance in which the school determines the student relationship is no longer a good fit.
- If the school terminates enrollment, the student will not be charged for future months after the effective termination date.
- Enrollment is for the named student only and may not be transferred to another person. Coda Piano School Corporation may update school policies from time to time with written notice. This agreement is governed by the laws of the Commonwealth of Virginia.



7. Agreement Acknowledgment and Signatures

By signing below, the undersigned acknowledges that they have read, understood, and agree to the terms of this Enrollment Agreement.

Student Name

Student Typed Signature

Date

Parent / Guardian Name

Parent / Guardian Typed Signature

Date

Coda Representative Name

Coda Representative Signature

Date