THE MUSIC ACADEMY, A STEVENSED INSTITUTION

Studio Policy

Effective August 24, 2026 · The Music Academy, A StevensED Institution

> This page summarizes how music lessons work at The Music Academy, A StevensED Institution. The binding terms are in the student's signed Enrollment Agreement, the payer's Financial Responsibility Agreement, each term's Term Registration Confirmation, and the StevensED Policy Library, which control if anything here differs.

Courses and terms

Each enrollment is a course for an academic term, delivered through weekly lessons. Term tuition is published by lesson length in the Schedule of Fees; see Tuition & Cost of Attendance for an estimate. The lesson length and weekly lesson time are on the student's schedule with the Office of the Registrar, and the lessons in each term follow the Academic Calendar. The Enrollment Agreement and the Financial Responsibility Agreement are each signed once and continue from term to term; each term is registered on that term's Term Registration Confirmation. Enrollment does not renew automatically. New students pay the one-time registration fee in the Schedule of Fees. Each term's instructional weeks, and any finals week for final examinations, make-up lessons, evaluations, and end-of-term meetings, are published in the Academic Calendar. Lessons between terms are part of a term only if the Registration Confirmation says so; otherwise they follow the terms stated when they are booked.

Piano at home

Piano students need regular access to a piano at home. An acoustic piano is preferred and should be tuned at least once a year. A digital piano must have 88 full-size weighted keys and a sustain pedal. Other keyboards are suitable only for a short trial period agreed in writing with the Office of the Registrar.

Attendance and make-ups

An absence is excused with notice of illness at least 24 hours before the lesson, or prompt notice of an emergency or accident. Up to three excused absences per term may be made up when scheduling permits, by the end of finals week. Unexcused absences are not made up or credited. A missed lesson is not notice of withdrawal. Full rules are in the Attendance, Cancellation, and Make-Up Policy (ACD-002).

Lessons the Academy cancels

The Academy has **instructor days** and **professional development days** each term: two of each in Fall and Spring, and one of each in Summer, unless the Academic Calendar states fewer. The Academy may cancel lessons within those days without a make-up, credit, or refund. For any cancellation beyond them, the Academy proposes a specific make-up date and time within 7 days; if it does not, the payer may request a refund of that lesson's per-lesson value. Masterclasses, studio classes, and recitals offered in place of a lesson count as lessons. See ACD-002 §4.

Practice

Regular practice is the biggest factor in progress. Suggested daily practice depends on age and level and is set out in the Student and Family Handbook. The instructor posts weekly goals in Canvas.

Parent participation

Parents are encouraged to attend and quietly observe any lesson, in person or online. Parents are encouraged to be active participants in practice at home. See the Child Safeguarding, Health, and Safety Policy (STU-007).

Scores and materials

The instructor assigns repertoire. Scores and books may be bought from the Academy, rented for the term, or bought elsewhere in the edition the instructor specifies. A student who rents a score may keep it by paying the purchase-option price disclosed when the rental begins. Materials fees vary by course. Renting a score or book does not transfer ownership: rented items remain the property of StevensED and must be returned at the end of the rental period or when StevensED requests. Unreturned or damaged rented items are billed at their replacement cost. To ask about buying or keeping a rented score, contact info@StevensED.org. Every price is disclosed before the item is provided, and Utah sales tax applies to sales, rentals, and music access fees. See the Schedule of Fees (BUR-001 §3.1).

Canvas

Canvas is used for assignments, course materials, and progress notes. The Canvas access fee is listed in the Schedule of Fees.

Safety

For in-home lessons, a responsible adult must be present for the whole lesson of a student under 18. Online lessons take place in a common area of the home. Instructors are mandatory reporters of suspected abuse or neglect. See the Child Safeguarding, Health, and Safety Policy (STU-007).

Billing

Tuition, payment plans, refunds, late charges, and disputes are handled by the Office of the Bursar under the Bursar policies. To have a charge reviewed before it is due, contact the Office of the Bursar within five days after the invoice is issued (BUR-006 §5).

Lesson termination

Students and parents may be counseled or instructed to discontinue lessons at the end of the current term if the student or parent is not in compliance with these policies. Lessons may be discontinued during a term only after reasonable written notice, as described in the Enrollment Policy (STU-005 §11) and the Student Conduct and Discipline Policy (STU-002 §§5–6). Any refund follows the Refund, Withdrawal, and Account Credit Policy (BUR-003 §7).

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