

SCHOOL POLICIES

(January 2023)

- 10 Session and 12 Session Plan shall be valid for 3 months from the date of enrollment . 24 Sessions Plan is valid for 6 months from the date of enrollment.
 - Time schedule must be strictly followed.
 - Students must inform the administration of Zhie Ward Music School at least ONE DAY prior to the cancellation of lessons. Otherwise, it will be FORFEITED.
 - If the teacher cancelled the lesson on the day itself, the student will receive an additional lesson for FREE.
 - Acceptable reasons for Excused Students/Teachers Absences:
 1. Car (or Other) Accident
 2. Funeral services for a member of the immediate family
 3. Personal Illness
 4. Family Emergency
 5. Medical Appointment
 6. Other reasons that are within the discretion of school administrators, and based on the factors of the student/teacher circumstances, are deemed to constitute a valid excuse.
 - Private Music Lesson Enrollment is NON REFUNDABLE but TRANSFERABLE.
- If you agree, please proceed to the online registration process.**

www.zhiewardmusicschool.com