

STUDIO POLICY 2025
Margaret Kvamme Music Studio

I offer lessons in two-month blocks. Students/families pay for one block at a time, eliminating the need for a lot of time spent processing payments, and enhancing our ability to plan ahead. Receipts for your payments will be sent via email, and will list dates of lessons paid for. I do not send invoices; you are asked to calculate your payments and pay on time (before or at the first lesson in the block), based on your plans to participate in your lesson slot and the number of lessons in that time block. Please indicate on your payment what dates you will attend.

SCHEDULE

Lessons will be held on Wednesdays, Thursdays or Fridays at the same time each week. The location in Los Gatos (either my home: 16816 Frank Ave, or the Presbyterian Church of Los Gatos, 16575 Shannon Rd), will be determined based on availability/other activities going on at either location. Please be prepared to be flexible, even weekly, regarding location. Your current lesson time is guaranteed, unless we have had a discussion/email correspondence about changing it. Lessons missed due to last minute dire emergencies, students' illness, etc. have the possibility for a makeup time, depending on my availability. All other lessons missed are non-refundable. Lessons that I have to cancel due to my emergency or my illness will be made up as soon as we can find a time on one of the dates that I teach. Occasionally, I will need to issue a credit to the next payment block if we can't find an amenable makeup time.

CIRRICULUM

All students work on technique and music theory/keyboard and ear training skills. They are essential for understanding repertoire and in order become a complete musician. Notes on lessons are kept on Google Docs. I take notes on my iPad during your lesson, and this becomes your practice notebook. Parents of young children should print out the current page from the Google Doc each week to have handy for practice sessions. You are welcome to ask me questions about your practicing by using the "comments" function in the Google Doc. You may also text or email me.

CONSISTENT PRACTICE

... is essential to progress in music study. Please incorporate regular practice time into your daily and family schedule. Parents are expected to ensure that children are practicing at least 5 out of 7 days per week. Recommended time spent is $\frac{2}{3}$ the lesson length per day (i.e. 20 minutes for those taking 30 minute lessons; 30 minutes for those taking 45 minutes). Older students (approx. age 13 and up) should practice at least the same length as the lesson each day. Advanced students will need at least 150% of the lesson length. Please note that you can break the time up into multiple shorter sessions per day (recommended for busy students).

PAYMENTS AND SCHEDULES

PAYMENTS ARE DUE ON THE FIRST LESSON DATE OF EACH BLOCK. SEE NOTES ABOVE IN "SCHEDULE" REGARDING PAYMENTS.

2-MONTH BLOCKS FOR PAYMENT AND SCHEDULING: January – February (no lessons Feb. 17 – 21); March – April, May – June; July – August

- It is highly likely will be a student recital on Friday, March 21, 2025 at 7 pm. This will get finalized by the middle of January. There will be no formal lessons on this date, and participation in the recital is free of charge.

Lessons may be paid by check made out to me, or (preferably) via Zelle (look up my email: Margaret.m.kvamme@gmail.com). I send receipts mid-month of the first month of the lesson block. Installment plans are available by request.

RATES

Quarterly rates are paid by the first lesson of the block. Payment plans are available if requested at least one week in advance of the first lesson.

Lesson Duration	(Assuming 8 lessons per block)
30 minutes	\$464 (\$58 x 8)
45 minutes	\$560 (\$70 X 8)
60 minutes	\$704 (\$88 x 8)

Travel for organ lessons (not piano) at a student's home/church instrument: \$15 - \$25 per lesson depending on distance from Los Gatos. For example, Sunnyvale = \$15, Palo Alto/Gilroy = \$20, San Francisco/Santa Cruz = \$25
Families with multiple students are granted a 10% discount, in effect until June 30, 2025.

