

# **Individual Music Lesson Program FAQ**

*Revised 8/13/20*

## **REGISTRATION FAQ**

### **When does registration open each semester?**

Registration typically opens 4 weeks prior to each semester.

### **How do I register my child for individual lessons?**

Students can register online, by phone, or in person. Please review the “Individual Lesson Program Policies & Procedures” document for detailed information about how to register. We offer registration in 4-lesson packs, 8-lesson packs, or for the full semester.

### **Can I enroll myself or my elementary school child in Individual Lessons?**

Yes! Please email us at [ce@d214.org](mailto:ce@d214.org), or call us at (847) 718-7700 to set up a trial lesson.

### **Can my child start lessons in the middle of the semester?**

Yes. Individual lessons are open enrollment, meaning students can begin lessons at any time throughout the semester.

### **My child normally takes lessons every other week. Can we still do that?**

Sure, as long as it's ok with the instructor.

### **Do students receive credit for individual lessons?**

No. The individual lesson program is a non-credit community education program.

### **We purchased the 4-lesson or 8-lesson pack, but now we're out of lessons and there are only a few weeks left in the semester. Can we register for just one lesson at a time?**

We can register you for less than 4 lessons only when we're near the end of the semester, you've used up all your lessons, and there are only a few weeks left. You will need to call us at (847) 718-7700 to add individual lessons in this situation.

## **PAYMENT FAQ**

### **Can I register now and pay later?**

No. Registration requires payment and we cannot mail invoices or bill you later. Please read the “Policies & Procedures” document for payment details.

### **Do I have to pay the full amount of lessons when I register?**

Depends. If you register for the 4-lesson pack, then yes, you must pay in full. The

8-lesson pack and full semester registration offer an option to pay in installments, please review the "Policies & Procedures" document for installment plan details.

**Does the individual music lesson program cover the cost of instrument rental or sheet music?**

No. You must pay for the cost of instruments, music books, sheet music, reeds, strings, etc. on your own.

**Do you offer need-based financial aid or talent-based scholarships?**

Not at this time, but we are looking into it for the future. Some parent-based music booster programs offer scholarships, check with your child's music teacher for more information.

**Can I pay for lessons on a weekly basis?**

No. It's unsustainable for us to manage weekly payments from hundreds of students each week.

## **SCHEDULING FAQ**

**When and where will lessons take place?**

Lessons will be scheduled directly between you and your child's instructor either during the school day or after school until 7:30pm. You do not need to know the exact day and time of your child's lesson when you register, you can arrange that with the instructor after you register. All lessons will take place at your child's school or online. Individual music lessons are never allowed to be conducted in-person off-site.

**Are there lessons during spring break or on holidays and in-service days? If not, does my child get a make-up lesson for that missed day?**

Lessons only happen on days when the building is open for regular classes, so there are no lessons during spring break, holidays, in-service days, weather-related closings, etc. If the building is closed on your lesson day for any reason, communicate directly with your instructor to try and arrange a make-up lesson. Teachers may also use the make-up week to schedule make-ups, or an online lesson can be arranged.

**What happens if I don't get all the lessons I paid for scheduled before the end of the year?**

If it's impossible to get all your lessons scheduled before the end of the year, your instructor will let us know and we will credit your community education account for the unused lessons. All requests for credited lessons must come from the instructor, not the student or the parent.

**If my child misses a lesson because they are sick do we still have to pay for the lesson?**

Yes, because you are paying for an appointment with the instructor and if you cancel last minute, they are still there ready to teach your child, and thus should be compensated for their time. However, some teachers may be more lenient about this and willing to compromise. This policy may be relaxed at the discretion of the Community Ed office in the case of Coronavirus-related illness or quarantines.

**We know in advance that my child will miss several weeks of lessons due to a family vacation, sports obligations, etc. Do we still have to pay for those lessons?**

Our official policy is that students may have only one excused absence per term, please review the 'Policies & Procedures' document for the full language about this policy. However, talk to your child's instructor, as some instructors may be more lenient and allow for additional excused absences. If the instructor is ok with it, we are too.

## **SAFETY & SECURITY FAQ**

**Are all individual music lesson instructors background checked?**

Yes. All our individual music lesson instructors go through a rigorous state and federal level background check and fingerprinting to ensure the safety of all our students.

**What are the communication standards between instructors and students?**

All individual lesson instructors have a d214.org email address and are required to use that email address for all work-related communication. District 214 emails are subject to FOIA requests and are considered public record. Furthermore, all individual lesson instructors must comply with Board Policy and Procedures Section 5:125, "Personal Technology and Social Media; Usage and Conduct." Instructors are discouraged from texting students, but in the event that it's necessary, are required to copy parents on all text communications.

**Can I drop my child off for after-school lessons and leave?**

Children ages 12 and up may be dropped off, but you are still responsible for your child's actions even if you are not present. If you have any doubts as to whether your child can handle themselves in an appropriate manner without adult supervision, we strongly recommend that you stay in the building with your child while they have their lesson. Children under the age of 12 must always have a parent in the building during lesson time.