

# Guitar House Workshop Lesson Program Agreement

1423 Chambers Road  
Columbus, OH 43212  
614-488-2477

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[www.guitarhouseworkshop.com](http://www.guitarhouseworkshop.com)

## Monthly Tuition Program (99% of our lessons)

A month to month commitment for weekly 30 minute private lessons, same day and time each week, same instructor. In person and/or online lessons available.

Lesson charges accrue weekly and are billed monthly by autopay on the last day of the preceding month. At the time of this publication, four week months run \$130 per month. Three and five-week months are adjusted proportionately. Students will be provided advance notice of tuition increases. **Tuition commitment is month-to-month and may be cancelled by student up to the 25th of the prior month.**

**Once scheduled, credits will not be provided for student missed lessons except under medical or family emergencies, including COVID issues.** While we do not “spot place” lessons through the month, students can be moved to a new regular time slot mid month- if their instructor has availability that is more convenient for the student.

A Visa or MasterCard number is placed on file (encrypted and protected) for each student’s account. Tuition payments are run as autopay on the last day of the preceding month. **All changes to monthly tuition must be arranged with the front desk (not instructors) prior to the 25th of the preceding month. Remember, you must contact the front desk for any changes in billing. WE WILL CONFIRM communication and change.**

**Lessons are automatically cancelled on: New Year’s Eve, New Year’s Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day.** Students may arrange ahead of time to skip (at no charge), Martin Luther King Day, Halloween and the Friday after Thanksgiving. **Students must call the shop before the 25th of the prior month to cancel billing for these optional Holidays.**

**Planned absences by individual instructors are excluded from billing. These planned days off are posted on the shop’s website calendar approximately 5 days before the month begins.** Your instructor should also be making you aware of days they are not planning to teach. **Unplanned absences by instructors will be credited**

to the student's account. If a student would like a make-up lesson for a teacher missed lesson, please contact the shop desk and we will arrange to add a lesson back on to the calendar. If you have concerns about a lesson cancelled by your instructor, please contact us. We are most happy to be sure your account is correctly credited. Thanks.

**Student Planned Absences:** On rare occasions, when a student needs to miss two or three lessons in a month but wishes to remain in the monthly tuition program, **the student needs to notify the shop one to two weeks prior to the start of the month. Lessons for that month will be charged at the singles rate (currently \$42 each) for the affected month. Students will retain their time slot and return to monthly tuition rates the following month.** Time slots will not be held open for an entire month. Students who wish to skip a month will be removed from the schedule and asked to call back when ready to return to the lesson program.

***REMEMBER: Call the shop at 614-488-2477 one to two weeks prior to the start of the month to arrange for any planned adjustment to your invoicing. Our instructors do all things teaching and no things billing. . . Always call the shop for adjustments.***

## Single Lessons

Each 30 minute singles rate lesson can be scheduled up to 2 weeks in advance and costs \$42 per lesson. Student missed single lessons are not refundable except due to medical or family emergency including COVID related issues.

The shop does not offer bi-weekly or twice per month lessons. Students wishing to take occasional lessons can schedule singles rate lessons up to two weeks in advance.

**GHW Tuition Students receive 10% discounts on most accessories (excluding books) and \$25 off most new guitar purchases.**

I have read this policy and accept

\_\_\_\_\_ date

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Customer name printed

\_\_\_\_\_  
Student (if parent is customer)