

A decorative border made of a repeating musical staff pattern with eighth notes, framing the entire page.A logo for 'HARMONY HOUSE SEBASTIAN PIANO STUDIO'. The words 'HARMONY HOUSE' are in a large, gold, serif font with a reflection effect. Below them, 'SEBASTIAN PIANO STUDIO' is in a smaller, blue, sans-serif font. The background is a soft, yellow, rectangular glow.

HARMONY HOUSE

SEBASTIAN PIANO STUDIO

Policy Agreement

(Updated June 2025)

Thank you for choosing
Harmony House Sebastian Piano Studio
for your family's musical journey!

We are committed to providing the highest quality professional service possible. To support this, we ask that all our clients carefully read and comply with our policies, as detailed below.

Your enrollment and continued attendance at class signifies your agreement to these policies.

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Thank you again!

Harmony House Sebastian Piano Studio NEW STUDENTS

TUITION: Your first month's tuition will be prorated to reflect the number of classes scheduled that month.

ENROLLMENT FEE: We charge a **\$50 enrollment fee** to cover the student's initial set of provided materials, including their first book, and the administrative time involved in registration.

NOTES AND ASSIGNMENTS: Your student will receive notes and assignments at each class. For in-person classes, your student will be responsible for bringing a notebook in which Mr. Greg will enter their weekly notes and assignments. For online classes, Mr. Greg will send the student their notes and assignments directly in the "chat" message area. It is important that the students refer to their weekly notes so they are clear about what and how to practice. **Please ask if you have any questions and/or need any help locating these notes after classes.**

MONTHLY TUITION

Tuition is based on an annual calendar as instruction **continues throughout the entire year**. Tuition is a **flat monthly fee** based on a total of **42 classes during the calendar year** (see table below). The exact **number of classes vary per month** depending on the studio's planned closures (see Calendar).

30 mins weekly	45 mins weekly	60 mins weekly
\$160 / month	\$240 / month	\$320 / month

The **full monthly tuition payment is due by the 7th of each month**. Tuition payment is accepted in the form of cash, check, direct deposit, automatic bank transfer, or Zelle (*email: sebastianpianostudio@gmail.com; or mobile number, 425-890-0123*).

A **\$5 late payment fee** will be added to your monthly tuition **if the payment is more than one week late (after the 14th)**. If your tuition payment is more than one month late, we will contact you first before canceling classes.

Continuous monthly tuition is required throughout the year to retain your slot on Mr. Greg's teaching calendar.

ANNUAL MATERIALS & ADMINISTRATION FEE

In addition to monthly tuition, we charge an **annual \$35 fee for materials and administrative services**. This pays for all the materials and administrative services you receive throughout the year: the student's **books** as they progress through the curriculum, the student's **unique sheet music** tailor-made for them by Mr. Greg, and all of **Ms. Sarah's time** handling the behind-the-scenes tasks.

MISSED CLASSES and RESCHEDULING CLASSES

Please let us know if your student will miss their class. Classes **can be rescheduled with ADVANCE NOTICE** (*details below*). There are **no refunds, credits, or make-up classes** given for **MISSED** classes or **SAME-DAY CANCELLATIONS**.

- If for any reason your student won't be able to attend their scheduled class and you would like to reschedule, please send **an email** to sebastianpianostudio@gmail.com at least **the day before** the class and we will be happy to reschedule.
 - We **won't be able to reschedule** any class missed **without advance notice**.
 - An **online class is always an option** if they simply can't make it in-person!
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PAYMENTS DURING EXTENDED ABSENCES

Continuous monthly tuition is required throughout the year to retain your slot on Mr. Greg's teaching calendar. We **encourage you to plan for extended absences in advance**. We are **happy to "pre-schedule"** classes that will be missed prior to the absence, if possible. You are ***not required* to reschedule missed classes**.

If your student **will miss a month or more** of consecutive classes, we offer an **"extended absence" option** of paying **50% tuition** for the month(s) missed, to **retain your slot** on Mr. Greg's teaching calendar, ***without rescheduling*** those classes. This **must be arranged in advance**, at least a week ahead of the first missed class.

RECITALS

We offer **one in-person recital** for your student **free**, as part of your monthly tuition. Due to high demand, we've added a **second in-person recital** with a **\$50 fee** for your student's participation in the second recital. The recitals are scheduled in March and October. If your student participates in only one, they may participate in either the March or October recital.

[ATTENDING CLASSES](#)

ALL STUDENTS are **WELCOME** to attend their classes **ONLINE** or **IN-PERSON**.

[ONLINE CLASSES](#)

Currently we are using [Discord](#) and [Teams](#) for online classes. Here are the links for each:

[DISCORD: Harmony House Lessons channel](#)

[TEAMS: Harmony House Sebastian Piano Studio Classroom](#)

SETUP:

- It is best to use a computer or tablet, rather than a phone. The ideal placement of the camera is a side view of both student and piano, with the camera placed high enough for me to view their fingers on the key.
- PLEASE work with your family as best you can to **ensure a quiet, distraction-free environment** for the student's online class. Learning music is already challenging enough, background noise multiplies the challenge for teacher and student.

JOINING THE CALL:

- Students join either channel (*Discord or Teams*) using the links above at the scheduled start time. Please begin warming up by practicing while in the waiting room.
- In case you bypass the waiting room, please **enter with microphone and video OFF**, and I will greet you as soon as I become available.
- If you have any trouble joining, please call or text Greg (*teacher*) at **425-890-0123** or Sarah (*business manager*) at **425-220-9260**.

[IN-PERSON CLASSES](#)

Our home studio is located at **14521 NE 67th Court, Redmond, WA**. We are the corner lot of a cul-de-sac.

- When you arrive for your class, no need to knock or ring the doorbell. Please come right on in the front door and come on downstairs (*quietly, in case a class is in session*). We will be expecting you!
- Come to the class with all your class materials, including piano books, sheet music, and a notebook for writing.
- We have a waiting area downstairs for family members who wish to stay for the class and in case you arrive early. Please be quiet in the waiting area so as not to disturb the class.
- Be advised that we have two cats. They are sweet and friendly and are free to wander in the studio and outdoors. Let us know if there are any cat allergy issues, and we will take measures to address this.

TERMINATING CLASSES

You are **welcome to discontinue classes at any time**. If you choose to discontinue classes, we **encourage you to continue through the end of the current month** as **no refunds will be provided for that month's tuition**.

OPEN-DOOR POLICY

We have an “open-door policy.” This means we **openly encourage both students and parents to ask questions and to provide feedback** about anything relating to the classes. We welcome and encourage all kinds of feedback, both positive and critical.

If you **ever have concerns or want to discuss something** you observe at home with the student's practicing that Mr. Greg might not see, **please do contact us**. We care very much about our students' challenges and always want to know how we can serve them better.

While we are dedicated to Mr. Greg's proven teaching method, we are also **open-minded and flexible**. Our students keep teaching us how to **ever remain the student ourselves**.

Email is our preferred method of communication to allow time for thoughtful reflection and response. However, **we do also love to chat live**.

For live conversations, **Sarah is generally always available** before, during, and after classes if you have something to discuss. For **Mr. Greg however**, to ensure each student gets his full attention for their full class, **please do schedule a time** for a call or to meet in-person, rather than try and squeeze the conversation in at the beginning or end of your student's class. **Sarah will be happy to schedule time** for you to chat live with Mr. Greg.

THANK YOU

FOR AGREEING TO THESE POLICIES, and

WELCOME

to

HARMONY HOUSE
SEBASTIAN PIANO STUDIO

~ Mr. Greg & Ms. Sarah Sebastian

www.harmonyhousepiano.com

14521 NE 67th Court, Redmond 98052

425-890-0123 (Greg) or (425) 220-9260 (Sarah)

- call or text anytime, although...

sebastianpianostudio@gmail.com - *email is our preferred method of communication!*