

SMU Piano Preparatory Program Policies and Expectations

Code of Conduct

- A respectful and responsible manner is required and expected at all times in both private and group lessons.
- Students must be mindful and stay quiet in the music building, especially in the hallways.
- Violent actions that might cause harm to persons or damage to the SMU property is strictly prohibited.

Attendance

The SMU Preparatory Program adheres to a strict attendance policy.

Students are expected to attend ALL of their private and group lessons.

At the beginning of the fall semester, please select a day and time carefully that work for your children throughout the academic year.

Make-up lessons will not be offered, except for the following events:

- 1) Sudden illness or emergency.
- 2) Severe weather.
- 3) If the lesson is cancelled by the teacher.

There will be no make-ups for missed group classes.

Punctuality

Students are expected to arrive 5 minutes early to their private lessons and group classes. If students come late, the missed time will be taken out of their lesson.

Excessive absences and lateness will hinder students' progress significantly and may result in dismissal from the program.

Private Lesson Expectations

Students are required and expected to:

- 1) practice daily as assigned for the length of their lesson;
- 2) complete their weekly assignments to demonstrate noticeable progress;
- 3) follow the teacher's instructions;
- 4) bring all books, assignment sheets, and binder to every lesson.

For parents of young beginner students, we suggest that you sit in on your children's lessons at least for the first month to understand their assignments and to reinforce our behavior expectations.

We also ask you to be present at their daily practice to help them focus and complete the assignments.

We always value and appreciate parental support and collaboration!

Group Class Expectations

Students are expected to be ready to learn, perform, and support their classmates.

No disruptive classroom behavior will be permitted. Such behavior may include, but is not limited to:

- Frequent lateness and absences.
- Not being prepared to perform.
- Inappropriate language.
- Violent actions.
- Refusing to follow the directions.
- Eating in a classroom.
- Using electronic devices.

Acoustic Pianos

Students are required to practice on a tuned acoustic piano to develop proper technical proficiency and a sensitive musical ear.

DMTA/TMTA Events

Students will be asked to participate in the required events outside of the program, such as the TMTA State Theory Exam and DMTA Achievement Audition every year.

It is required to pass both events to continue studying in the program.

Tuition

Please submit the tuition before or on the deadlines indicated on the tuition sheet.

After a 5-day grace period, a \$20 late fee will be added to the outstanding balance, and lessons will be on hold until the payments are made.

To create the best learning environment and to help students achieve their best potential, it is important that each and every student follow the program's policies and meet the expectations. Students who do not demonstrate their commitment to piano studies or comply with the policies may be dismissed from the program.