New payment policy for fall 2023: A deposit of \$50 is required to hold your spot in a Music Together class. Class fees must be paid IN FULL one week prior to the session start date. Contact the office if you need a payment plan.

Class withdrawals made two or more weeks prior to the start of the session may receive a full refund. Withdrawals made less than two weeks before the session starts will be refunded the amount paid minus a \$25 administrative fee.

Tuition cannot be refunded after classes begin. In unusual circumstances and at the director's discretion, a credit may be issued. Credits will not be issued for changes in nap and/or work schedules. If at all possible, we will change your class assignment to accommodate your new schedule. A credit can be issued only if you notify us within one week of the onset of the problem that will prevent you from continuing with your class. The credit must be used within one year of issue. It may be used for another child in the family but may not be transferred to another family.

Missed Music Together® classes can be made up if space is available; arrangements to make up a missed class can be made with the class instructor.

Questions/concerns about this policy and be directed to Crescendo Executive Director Audrey Lipsey at <u>aalipsey@crescendoacademy.com</u> or 269-345-6664.