



## Foundation Music School Cancellation Policy

*Registering for FMS classes is a commitment to attend the classes for the Fall 2021 session. Tuition payments are due at the time of registration.*

*When you register for classes/camps, your child's success - and the success of our classes/camps - depend on your commitment to attend. Please plan carefully to avoid canceling your registration. If you must cancel your registration, please refer to the following guidelines:*

### **Family Music** *(Includes any and all types of classes; 6, 8, 10, and 16 weeks)*

For Family Music classes we are happy to give a full refund if written notification is given 1 week or more prior to the start of the class. If your cancellation occurs less than one week prior to the start of the class, a cancellation fee of \$25 will be charged and a prorated account credit will be given. Once classes begin, payment is due for any classes which have occurred, a \$25 cancellation fee will be charged, and a prorated account credit will be given. We ask that notification of withdrawal from an 6, 8, 10, or 16-week session be communicated before the third class for an account credit to be considered.

### **Music Makers Classes** *(Includes any and all types of classes; 8 and 16 weeks)*

We are happy to give a full refund if written notification is given 1 week or more prior to the start of the class. We strongly encourage families to commit to classes for the duration of the session, knowing that an adjustment period is sometimes needed for some of our younger Music Makers. If your registration cancellation occurs less than one week prior to the start of the class, a cancellation fee of \$25 will be charged and the prorated account credit can be used for future classes. Once classes begin, tuition is due for any classes which have occurred, a \$25 cancellation fee will be charged, and a prorated account credit will be given. After the third class of the session, refunds and account credits are not possible.

### **Instrument Classes** *(Includes any and all types of classes; 16 weeks)*

We are happy to give a full refund if written notification is given at least 1 week prior to the start of the class. We strongly encourage families to commit to classes for the duration of the session, knowing that an adjustment period is sometimes needed when learning an instrument. If registration cancellation occurs less than one week prior to the start of the class, a cancellation fee of \$50 will be charged and the prorated account credit can be used for future classes. If a situation arises where a student is unable to attend for the entire semester, tuition is still due for the month in which the cancellation occurs. In addition, a cancellation fee equal to one month tuition may apply and a pro-rated account credit will be given if payment was received in advance. Material fees are not refundable.

### **FMS Camps** *(Both Preschool and Elementary Camps)*

Music camps are sold individually and should be paid for in full at the time of registration. For camps, we are happy to give a full refund if written notification is given 1 week or more prior to the start of the camp. Cancellations which occur less than one week prior to the camp will result in a 50% account credit. Personal payment of the cancellation fee may be required if a scholarship percentage has been applied to the cost of camp. Preschool camps are not eligible for scholarship.

*Due to the uncertainty of the COVID-19 situation, if city/county/state officials place us under a Stay-at-Home order, we will be following their recommendation, which means your in-person class at FMS will be automatically transferred to a live-stream or video-recorded class. We will not be able to offer a refund in a situation that is out of our control.*