

**Mastaneh Nazarian**  
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## **Guitar Studio Policies**

The following is a basic outline that communicates the policies related to my teaching.

1. It is the responsibility of the student to practice on a daily basis so that particular goals of teaching and learning can be reached.
2. It is the responsibility of the student to take, collect and organize notes relating to the teaching in a cohesive manner.
3. It is the responsibility of the student to ask questions and he or she is encouraged to contact me via email regarding any questions that may arise between lessons.
4. A 48-hour notice is required in case of cancellations or time changes. Outside of this notification window, **no make-up lessons will be given**. In addition the student will be responsible for the missed lesson's payment.
5. Please notify of any changes via phone.
6. Payment is required one week in advance .

Student's Signature:

Today's date: \_\_\_\_\_

By signing above the student hereby agrees to these conditions.

Teacher's Signature: