



Payment Policies

- Monthly invoices will be issued by the **25th of each month for the upcoming month's lessons**. Payment is due by the **1st of the month**.
- Families enrolled in automatic payments will have their selected payment method charged when the monthly invoice is issued, typically on or around the **25th of the month**. This allows payments to be processed and reflected on the account by the **1st of the month**.
- Those who are not enrolled in automatic payments are responsible for submitting payment **no later than the 1st of each month**
- Payments made by **ACH do not incur any processing fees**. Payments made by credit card are subject to a **3.15% processing fee**.
- If an automatic debit payment is declined, returned, or otherwise unsuccessful, a **\$5 failed transaction fee will be assessed for each failed transaction**. Any outstanding balance will remain due and must be resolved promptly.
- Payments not received by the **7th of the month** will be considered late and will incur a **5% late fee based on the outstanding balance**.
- Families are responsible for maintaining a valid payment method and keeping their accounts current in order to continue scheduled lessons.

Cancellation & Makeup Policies

- All lesson cancellations must be directed through individual teachers.
- If a student cancels their lesson with at least 24-hour notice, a makeup lesson can be scheduled with their teacher.
- An absence without sufficient notice will not be given a makeup lesson.
*Teachers may choose to provide a make-up lesson at their discretion
- Makeup lessons have no cash value.

Lesson Termination

- To terminate your lessons, please notify management **prior to the 20th of the month** to avoid termination fees
- Breaking the Barrier School of Music, LLC reserves the right to terminate service to any person(s) at any time.



Refunds and Returns

- No refunds, credits or discounts will be given once tuition is paid.

Surveillance Policy

NOTICE TO STUDENTS, PARENTS AND STAFF REGARDING THE USE OF CAMERA SURVEILLANCE ON PROPERTY

For the safety of our students, staff, and visitors, **Breaking the Barrier School of Music** employs camera surveillance equipment for security purposes. This equipment may or may not be monitored.

Surveillance cameras will be utilized only in public areas where there is no “reasonable expectation of privacy”. Public areas may include building entrances, hallways, lobby area, supply rooms, and classrooms.

School surveillance cameras will not be installed in “private” areas such as restrooms, private offices, or changing areas.