

Music Academy - String Division Policies

Registration

Students register for each new academic year in late spring with a non-refundable deposit. Families may also register for a flexible summer session with ala carte billing.

Tuition

Tuition is billed on a quarterly basis and paid in full each term. A 5% fee is assessed when late bills are mailed mid-term. Northwestern's bank charges a \$30.00 service fee on returned checks. Families who need assistance may apply for financial aid scholarships prior to fall quarter. Full-time benefits eligible NU faculty and staff may apply for a discount each year as part of their benefits package.

Refunds

Full refunds will be offered when a student withdraws before the beginning of a quarter. Partial refunds on a percentage basis may be offered only if the student withdraws during the first few weeks of each quarter. Withdrawal requests must be made in writing to the Academy Director and approved before a refund or credit is issued.

Missed Lessons

String teachers are not obligated to make up lessons cancelled by students and tuition will not be adjusted. If the teacher cancels a lesson, it will be made up. Parents are encouraged to trade lessons with other students when conflicts arise. Parents are responsible to give reasonable notice to their teacher in the event of a cancellation or traded lesson.

Dismissal

The Academy reserves the right to dismiss any student due to delinquent payment of tuition, frequent absences, failure to practice, behavioral problems, etc.

Late Arrivals

Please arrive on time to your lesson. Students who are late cannot be guaranteed their full lesson time. Teachers reserve the right to end a lesson early if a student arrives unprepared or without their books or instrument.

Weather Related Cancellations

In the event Northwestern University closes for inclement weather, Academy lessons will also be cancelled and an announcement will be placed on the school's voice mail message (847-467-2698). Any classes or lessons cancelled due to the official closing of the school will be rescheduled.

Performances

Quarter-end recitals are held throughout the year. Students are invited to perform.