

East Texas Trumpet Studio

Policies and Guidelines

(updated June 2021)

Enrollment

After the first lesson, the parent and student should be prepared to commit to weekly lessons for the entire semester in which they enroll.

Monthly Tuition / Payment

Invoices will be emailed on or before the first lesson of every month. Payment is due before the first lesson begins. If you notice a discrepancy on your invoice, then please notify Mr. Muciño as soon as possible.

Online payment is preferred with credit or debit card via Square invoice, however paypal, cashapp, venmo, or mailed check are also accepted.

Lesson time and duration

Lessons are booked back-to-back. All lessons will start and end at the appointed time. If for any reason a teacher starts a lesson late you will receive your full allotted time, thus ending late.

Lesson Location

Online lessons are taught online via ZOOM; however, accommodations can be made using other platforms (Skype, Facetime, Facebook messenger, Google Duo, etc...)
F2F locations vary.

Late Arrival / Tardiness Policy

Students who are late, or tardy to the scheduled lesson will only receive the remaining time allotted to him/her.

Cancellation Policy

The student or parent must notify Mr. Mucino as soon as possible if a lesson must be canceled. An effort will be made to reschedule the lesson to the next available time/day during the week.

Absence Policy

An absence is recorded if the student fails to login or arrive during their scheduled time. If technology or unforeseen circumstances inhibit the student's ability to login, then it is the student or parent/guardian responsibility to communicate the issue to Mr. Mucino as soon as possible in order to reschedule.

Withdrawal / Early Termination

Students or parents may discontinue lessons at any time.

Withdrawal requests should be sent by email to maxmucino.music@gmail.com. All automatic credit or debit card withdrawals will discontinue after notice is given. All unused services are non-refundable.

Flexibility and Communication

Online lessons offer an incredible amount of flexibility in scheduling. If for any reason a lesson time needs to be moved, or services need to be rescheduled, then please let Mr. Mucino know as soon as possible.

Student's Responsibility

- Prepare for each lesson.
- Practice at least 30 minutes per day on their lesson assignment.
- Be warmed-up properly before the lesson begins (schedule permitting)
- Save Mr. Mucino's contact information (email/phone number).
- Bring lesson journal and sheet music to each lesson.
- Print, purchase, or acquire required materials. Such materials may include method books, specialized supplies, solos, 1-1/2 inch 3 ring binder, pencil, paper, etc.

[Click Here](#) to enroll in the East Texas Trumpet Studio, or copy and paste the link below:

<https://www.etxtrumpetstudio.com/enrollment>

When a student or parent fills out and signs an [enrollment form](#), they agree to the terms and policies listed above. If you have any questions, then please contact Mr. Max Mucino.

Macedonio 'Max' Muciño - Trumpet

Cell: [817-458-6373](tel:817-458-6373)

Email: maxmucino.music@gmail.com

Please keep a copy of this information for your records.

Thank you!