



SING • EXPLORE • CREATE

Center for Music Therapy, Education, & Wellness

Center-Based Class Policies, 2022-2023

Sing Explore Create offers a variety of groups and classes for children, adults, and families with diverse needs. Participants commit to one (1) session of class at a time (fall, winter, spring). Participants may join at any time during the session until classes reach full capacity. Once enrolled, participants are committed to the remainder of the session. Session dates for the 2022-2023 year are:

<p>FALL: 9/19/22-12/9/22 WINTER: 12/12/22-03/17/23 SPRING: 03/20/23-06/16/23</p>

Cancellations

Participant Absence

Refunds will not be given for most participant absences*. Participants may join groups/classes virtually if they are unable to attend in-person for any reason. Please give our staff 24 hours notice if you would like to take advantage of this virtual option. We encourage participants to utilize this virtual option to avoid missing classes whenever possible.

***Quarantine Exemption**

Participants who need to quarantine due to COVID-19 for more than two (2) weeks will have their tuition prorated. Refunds will not be issued for the first two absences in a session. We will deduct the cost of missed classes when a participant has three or more quarantine-related absences.

Teacher Absence

If a member of our team is absent and we do not have a substitute available, your final tuition payment of the session will be adjusted to reflect the missed class due to teacher absence.

Snow Days/Emergency Closings

We will provide a virtual option for groups/classes whenever possible. If we have two (2) or more snow days/emergency closings and you are unable to access classes virtually, we will



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adjust your final tuition payment by any missed classes in excess of the first snow/emergency closing day.

Holidays/School Vacation Weeks

There are several holidays/school vacation weeks that classes/groups will not be held. Please refer to our 2022-2023 Calendar for the dates that classes will not be scheduled. Participants are not billed for these dates, which is reflected in our tuition rates.

Billing

Tuition

Tuition rates vary by class. Tuition costs are split up into three equal, monthly payments to be made during the session. If a participant joins after the first week of the session, tuition will be prorated based on the number of classes remaining in the session. Please contact us for an exact tuition amount if you are beginning mid-session.

Payment

- First tuition payment is due prior to the first class.
- Tuition will be billed monthly. Your invoice will be emailed the first week of the month with a link to make payment via credit card or ACH. You may also choose to pay with cash or check (Please place payment in an envelope with the participant's name. Envelopes can be dropped in the brown lockbox in our center or mailed to: Sing Explore Create, LLC | 28 Webster Street | Rockland, MA 02370).
- Contact us if you would like to leave a credit card on file for us to process your payment automatically each month.
- Payments are due by the 25th of each month. If an invoice is more than 60 days past due and an alternative payment plan has not been agreed upon, services will be suspended until payment is received. Sing Explore Create, LLC reserves the right to release the client's timeslot to other potential clients if services are suspended due to late payment.