# **Rescheduling options for Kitchen Music Studios students**

Rescheduling a lesson is an option for students who need to miss a lesson (pending instructor availability). However, the maximum number of missed lessons a student may carry over to the next semester is one (1). Any eligible lesson credits will be added to your Kitchen Music account at the end of the current semester, which can be applied to the next semester's fee.

If you need to reschedule a lesson, here are your options:

### 1. LESSONS CANCELLED BY A STUDENT

Students can:

- a) Reschedule the lesson within the current semester,
- b) Accept a credit for the lesson (max 1 lesson per semester per student), or
- c) Forfeit the lesson.

#### NOTE:

Lessons cancelled with less than 48 hours notice are not eligible for rescheduling or credit.

## 2. LESSON CANCELLED DUE TO ILLNESS

Students may reschedule a lesson due to illness with the same instructor. Rescheduled lessons must be rescheduled before the end of the semester or becomes forfeit. Lessons cancelled due to illness are not creditable.

### 3. LESSONS CANCELLED BY AN INSTRUCTOR

If a lesson is unable to be rescheduled within the semester for an instructor's absence, then a credit/refund is applied to the account. Lessons cancelled by an instructor are not rescheduled in subsequent semesters.

This policy may change without notice. Please visit our Policies & Fees page regularly for updated info.