

Next Level Music Academy Handbook

2026-2027

Mission Statement

At Next Level Music Academy, our mission is to provide a supportive and inspiring environment where students of all levels can explore, develop, and grow through professional instruction and peer collaboration. We are dedicated to nurturing each student's musical journey, fostering consistent growth, confidence, and a lifelong love of learning.

Contact Information

- **Email (Preferred):** NextLevelMusicAcademy110@gmail.com
- **Phone:** 413-824-5838
- **Website:** www.NextLevel-MA.com
- **Parent Portal:** <https://app.mymusicstaff.com>

Lesson Enrollment & Scheduling

Lessons can be scheduled in one of two ways:

- Using the **“Sign-Up”** form on our website and we will confirm via email.
- Selecting **“Book Now”** in the calendar tab of your **NLMA Parent Portal**

Communication

All official communication will be sent via **email or text**. Please ensure your contact information is always up to date in the NLMA Parent Portal.



Sessions & Scheduling

NLMA operates on a trimester schedule to provide flexibility for families. Students may continue from session to session in the same time slot or adjust their schedule during the open enrollment period. If a student must withdraw mid-session, written notice is required and a **\$40 drop fee** will apply.

2026–2027 Session Calendar:

Session	Dates	Add/Drop Deadline	Performance Opportunities
Session 1	Sept 14 – Dec 18	Oct. 1st	Winter Revue: Dec 15+16 (Rehearsals), Dec 17 (Performance) *Tuition billed through 12/17
Session 2	Jan 4 – Mar 18th	Jan 18th	Spring Revue: Mar 16+17 (Rehearsals), Mar 18 (Performance) *Tuition billed through 3/18
Session 3	Mar 19 – Jun 17	Apr 5	Final Revue: Jun 15+16 (Rehearsal), Jun 18 (Performance) *Tuition billed through 6/18



Dress Code

Students should wear **comfortable, modest clothing**, covering **shoulders to knees**. This ensures comfort and appropriateness in all settings.



Practice Expectations

We encourage consistent at-home practice between lessons. Instructors will provide:

- Weekly assignments and feedback
- Sheet music or other materials

- Updates through the NLMA Parent Portal
- Bring provided folder to every lesson

Cancellations & Make-Ups

Reason	Policy
Inclement Weather	Lessons canceled due to weather will be issued make-up credits , bookable via the Parent Portal.
Student Illness	Cancel up to 24 hours in advance to receive a make-up credit . Cancel via Parent Portal.
Instructor Absence	NLMA will attempt to schedule a qualified substitute teacher before canceling a lesson.
No-Show (less than 24 hours notice)	No make-up credit given. Lesson charged at full rate.

Tuition & Payment

30-minute lesson: \$40 (most recommended)

45-minute lesson: \$60

60-minute lesson: \$80

Tuition is billed **on the 1st of each month** for the upcoming month. All families must be enrolled in **AutoPay**. Students may not attend lessons with an unpaid balance. If AutoPay is not an option, please contact us to arrange an alternative payment method

Drop-Off & Pick-Up Procedures

- Students should wait in the **designated NLMA waiting area in the café**. This will be by the piano, near the men's bathroom.
 - Teachers will **pick up and return students** to this area.
 - Restrooms are located within the café for student use.
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Parking Lot Safety

- No parking or idling in the fire lane. Please use a parking spot.
- Parents should follow traffic and not drive over lines or parking spots.
- Please hold hands with your student as you return to your vehicle.

We are so excited to make music with you this year. Thank you for being part of the NLMA community!