

KIKUCHI MUSIC INSTITUTE

1515 Warren St., Pittsburgh, PA 15212-3332 (412) 322-0520

www.KikuchiMusic.com

STARTUP DIRECTIONS

Step 1:	Call or E-Mail us	<p>If you require additional information, contact us so that we may answer any questions you have. In your email or voice mail message, please be sure to indicate:</p> <ol style="list-style-type: none">1) the student's age(s)2) instrument(s)3) your mailing address4) phone number5) best time to call back. <p>If you are ready for your FREE CONSULTATION, skip directly to Step 2.</p>
Step 2:	Send us your \$25 deposit by mail or Pay Pal	<p>Send us a deposit against "no-show" for the FREE CONSULTATION Made payable to: Kikuchi Music Institute 1515 Warren St. Pittsburgh, PA 15212-3332</p> <p>(Include the completed PROFILE FORM if you did not speak with us on the phone, which you must download from the Web Page).</p> <p>FOR PAYPAL – USE THE ON LINE WEB PAGE</p>
Step 3:	Schedule your appointment	<p>We will call you to schedule your FREE CONSULTATION as soon as we receive the deposit. If you are very anxious to start quickly, it is possible to schedule a SAME DAY appointment without the deposit, but only if our schedule will accommodate it. You may have to call several times to arrange a same day appointment.</p>
Step 4:	Come to your consultation	<p>At your FREE CONSULTATION you will:</p> <ol style="list-style-type: none">1) See our facilities.2) Meet our faculty.3) Be assessed for current ability (if the student has had previous study).4) Discuss goals and develop a teaching plan.5) Discuss enrollment options, fees, and cost of materials.6) Receive a complete written plan including all costs.7) Decide to enroll now or take the materials for further consideration. <p>(Deposit is applied toward tuition or returned at the consultation)</p>
Step 5:	Sign up for lessons	<ol style="list-style-type: none">1) Choose either 6-Lesson Introduction or Full Term Lessons.2) All tuition and cost of materials is payable before the first lesson date.3) First lesson date is scheduled only if some payment is made.4) Weekly lesson day/time is secured only after full payment is received.