



# HAMILTON MILL

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by Dr. Sun Hee Kim

## 2023-2024

### STUDIO POLICIES

1795 Ridgemill Ter  
Dacula, GA 30019  
(404) 655-2993  
[hamiltonmillpiano@gmail.com](mailto:hamiltonmillpiano@gmail.com)  
[www.hamiltonmillpiano.com](http://www.hamiltonmillpiano.com)

## **Dr. Sun Hee Kim, director**

D.M.A. University of Illinois at Urbana-Champaign  
M.M. College-Conservatory of Music; University of Cincinnati  
Coach/Accompanist; University of Georgia, Athens, GA  
Music Instructor; Georgia Central University, Atlanta, GA  
Faculty Accompanist; Oglethorpe University, Atlanta GA  
Active member of MTNA, GMTA, and GCMTA

*“Take piano lessons from the most qualified professional in the area.”*

## **Mission Statement**

Good piano playing starts with a loving heart for music. My goal is to produce graduates who will make music their lifelong companion. This relationship shows itself in many different ways: an ability to perform beloved music for oneself, friends, and family; the ability to improvise and play by ear; and the desire to enjoy music in concert halls and through various media. Only a few may become professional musicians, but everyone who comes to the studio will become a music lover for life.

## **Piano Instruction**

I am a professional pianist with over 20 years of teaching and performing experience in the United States, Canada, Europe, and Korea. Before opening this studio, I held the position of Assistant Professor of Piano at Central State University in Ohio. I earned my doctoral degree in music from the University of Illinois at Urbana-Champaign, as well as a Master of Music degree from the University of Cincinnati. I have served as an adjudicator, faculty pianist, and accompanist in numerous auditions, competitions, and music festivals for over a decade. As an active accompanist, I have worked with numerous professional musicians in collaborative recitals and

opera/musical theatre productions. I have also appeared in guest artist series at universities and conservatories throughout the U.S. and Canada.

My piano instruction combines two different approaches:

1. A practical training to learn a classical repertoire, emphasizing technique, in-depth interpretation, and well-rounded expression.
2. A more lively and stylistically diverse approach, accommodating students' various needs and interests.

## **Teaching Curriculum**

I will tailor the curriculum to match each student's specific learning needs, taking into consideration their age, maturity level, individual traits, family history, and personal goals. Each lesson will be a balanced mixture of music fundamentals, basic piano techniques, and repertoire.

## **Performance Opportunities**

Hamilton Mill Piano Studio holds an annual studio recital in April-May. The recital program consists of solo and ensemble performances by students, as well as special performances by local professional musicians.

In addition to the annual recital, students participate in either the Gwinnett County Music Day Festival (Fall) or the National Federation of Music Clubs Festival (Spring) to have the opportunity to perform and receive a yearly evaluation in a non-competitive environment.

Advanced-level students have opportunities to compete in State Competitions (Spring) held by the Music Teachers National Association. Masterclasses are offered for advanced students to prepare for such events. Other performance opportunities are available upon request.

## **Ensemble Opportunities**

Ensemble playing not only provides amusement but also improves students' rhythm and listening skills. Every student in Hamilton Mill Piano Studio will have the opportunity to play ensembles with others.

For beginning to intermediate levels, each lesson includes ensemble playing with the teacher and the student. For intermediate to advanced levels, I arrange piano duos based on students' level, interests, and needs. Duo lessons are scheduled separately from individual lessons, and selected groups will perform at the studio recital. Advanced-level students also have the opportunity to play in an instrumental ensemble group.

## **Enrollment Fee**

Each student pays a yearly enrollment fee of \$20. Additional sibling(s) pay \$10. This covers the cost of running the music studio:

- Copying and printing cost
- Piano tuning
- Scheduling
- Website cost, maintenance and technology

## **Tuition**

Tuition covers the actual lesson time spent with the student, as well as time preparing for each student. This includes:

- Individualized plan for each student's course of study
- Development of teaching materials
- Recital preparation and repertoire planning
- Professional organization memberships
- Teacher work hours for performance activities

## Fall/Spring Lessons (2023-2024)

**Tuition:** ten (10) equal payments (August through May; due on the 5<sup>th</sup> of each month)

**\$140/month** for a 30-minute lesson per week

**\$188/month** for a 45-minute lesson per week

**\$235/month** for a 60-minute lesson per week

This is a 36-week lesson program paid in ten equal installments. For a detailed teaching schedule and holiday information, please refer to the studio calendar.

**Sibling rate:** Each additional sibling will receive a discount of \$20 towards their monthly tuition.

**Late fee:** If monthly tuitions are not paid by the 5th of each month, a late fee of \$20 will be added to your account.

**All fees/tuitions are non-refundable.**

## Additional Fees/Costs

Students pay additional fees for the followings:

- Method book, repertoire book, sheet music
- Studio recital / masterclass
- Festival registration / membership
- Competition / audition / exam

## Summer Lessons (2024)

To retain their place in the fall and have priority for lesson scheduling, students must take a minimum of four (4) summer lessons.

Each family should fill out a separate Summer Registration form in May for the following summer lessons, which can be scheduled flexibly along with the family's summer plans.

Basic Summer Lesson Package (due on June 5<sup>th</sup>):

**\$140** for four 30-minute lessons

**\$188** for four 45-minute lessons

**\$235** for four 60-minute lessons

Additional lessons are available with surcharges:

**\$36** for each 30-minute lesson

**\$48** for each 45-minute lesson

**\$60** for each 60-minute lesson

## Cancellation Policy

If I have to cancel a lesson for any reason, I will either make it up or provide a credit.

**If a student needs to cancel or reschedule a lesson, they must give a 24-hour notice. Only one (1) make-up lesson will be given per semester.** No make-ups will be provided for students who miss lessons without a 24-hour notice. Same-day cancellations and no-shows cannot be made up. Parents may request a lesson swap with another student, but the request should be made well in advance, and I cannot guarantee availability.

Please understand that the tuition you pay reserves an exclusive weekly time in my schedule for the student and it cannot be resold.

## Attendance Policy

Students are expected to arrive on time and well-prepared for each lesson with their assignment books and music.

## Daily Practice

Students must have an acoustic piano at home. An electric keyboard is acceptable ONLY for beginner level students. To make good progress, daily practice is necessary. Students are expected to complete daily home assignments given during the lesson to the best of their ability.

## Safety Policy

Students must be dropped off and picked up at the entrance door of the studio. No students can be dropped off/picked-up on the driveway or street for safety reasons.

Drop-off/pick-up time must align with the scheduled lesson time unless special arrangements have been made in advance. It is not the studio's responsibility to supervise students outside of their lesson times.

## Student Withdrawal

A 30-day written notice must be submitted if a student needs to withdraw from the studio.

## Studio Calendar 2023-2024

|             |               |  |
|-------------|---------------|--|
| 8/7 – 8/11  | Lesson Week 1 |  |
| 8/14 – 8/18 | Lesson Week 2 |  |
| 8/21 – 8/25 | Lesson Week 3 |  |
| 8/28 – 9/1  | Lesson Week 4 |  |
| 9/4 – 9/8   | Lesson Week 5 | Regular lessons on Labor Day (9/4)     |
| 9/11 – 9/15 | Lesson Week 6 |  |
| 9/18 – 9/22 | Lesson Week 7 |  |
| 9/25 – 9/29 | Lesson Week 8 |  |
| 10/2 – 10/6 | Lesson Week 9 | Regular lessons on Fall Break (10/5-6) |

|               |                                 |   |
|---------------|---------------------------------|---|
| 10/9 – 10/13  | Lesson Week 10                  | Regular lessons on Fall Break (10/9)      |
| 10/16 – 10/20 | Lesson Week 11                  |   |
| 10/23 – 10/27 | Lesson Week 12                  |   |
| 10/30– 11/3   | Lesson Week 13                  |   |
| 11/6 – 11/10  | Lesson Week 14                  |   |
| 11/13 – 11/17 | Lesson Week 15                  |   |
| 11/20 – 11/24 | <b>Thanksgiving Break</b>       | <b>No Lessons</b>                         |
| 11/27 – 12/1  | Lesson Week 16                  |   |
| 12/4 – 12/8   | Lesson Week 17                  |   |
| 12/11 – 12/15 | Lesson Week 18                  |   |
| 12/18 – 12/29 | <b>Winter Break</b>             | <b>No Lessons</b>                         |
| 1/1 – 1/5     | <b>Fall Semester Make-ups</b>   | <b>By Appointment</b>                     |
| 1/8 – 1/12    | Lesson Week 19                  |   |
| 1/15 – 1/19   | Lesson Week 20                  | Regular lessons on MLK Day (1/15)         |
| 1/22 – 1/26   | Lesson Week 21                  |   |
| 1/29 – 2/2    | Lesson Week 22                  |   |
| 2/5 – 2/9     | Lesson Week 23                  |   |
| 2/12 – 2/16   | Lesson Week 24                  | Regular lessons on School Break (2/15-16) |
| 2/19 – 2/23   | Lesson Week 25                  | Regular lessons on President's Day (2/19) |
| 2/26 – 3/1    | Lesson Week 26                  |   |
| 3/4 – 3/8     | Lesson Week 27                  |   |
| 3/11 – 3/15   | Lesson Week 28                  |   |
| 3/18 – 3/22   | Lesson Week 29                  |   |
| 3/25 – 3/29   | Lesson Week 30                  |   |
| 4/1 – 4/5     | <b>Spring Break</b>             | <b>No Lessons</b>                         |
| 4/8 – 4/12    | Lesson Week 31                  |   |
| 4/15 – 4/19   | Lesson Week 32                  |   |
| 4/22 – 4/26   | Lesson Week 33                  |   |
| 4/29 – 5/3    | Lesson Week 34                  |   |
| 5/6 – 5/10    | Lesson Week 35                  |   |
| 5/13 – 5/17   | Lesson Week 36                  |   |
| 5/20 – 5/24   | <b>Spring Semester Make-ups</b> | <b>By Appointment</b>                     |