

# **VOICE LESSON STUDIO POLICIES**

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1. Tuition rates: Private lessons are \$65 and are 50 minutes long. 30 minutes lessons are on a case-by-case basis, primarily for advanced/existing students, and are \$50. Lessons via Zoom/Facetime are available as needed when health/safety/location is an obstacle. Package deals are only available for 50 minute lessons and must be paid in full at the first lesson in a series. 4 lessons = \$250 (save \$10), 8 lessons = \$495 (save \$25). Packages of 4 must be used within 5 weeks. Packages of 8 must be used within 9 weeks. Acceptable forms of payment are cash, check, Venmo, and Paypal. Personal checks are not accepted for the first lesson.
2. Time allowance and scheduling: Please be on time and prepared for each lesson. Lessons are scheduled back-to-back with a short break in between. Please do not knock/enter until your assigned lesson time. Understand that by arriving late for a lesson, you are cutting in to your own time. Lessons will not be extended to accommodate lateness.
3. Cancellations: Always call, text or email, regardless of the reason, if you have to cancel a lesson. If 24 hours notice is given, you will not be charged for the lesson. However, less than 24 hours notice requires payment in full. (or, you may try to find someone to take your slot for the day) I will always call with as much notice as possible if I need to cancel a lesson. \*UPDATE to policy for COVID-19: Last minute cancellations will not be penalized if you are experiencing any respiratory symptoms or fever. I STRONGLY encourage you to cancel if you feel any less than 100% healthy. I will do the same.
4. Materials: I encourage my students to bring a binder, notebook, pencil, highlighter, sheet music, song books, clear sheet protectors, and a phone/ipod with free space on it for recording, to each lesson. I will be happy to purchase and/or Xerox music for students at \$6.50 per song. I highly recommend visiting [musicnotes.com](http://musicnotes.com) for sheet music. Please do your best to find sheet music/books WITH chord symbols written in (Ask me to show you what I mean if you aren't sure) You are also welcome to bring a karaoke track or email an MP3 to me if you'd prefer to work with full instrumentation instead of just piano. You can easily find instrumental tracks to download on iTunes and youtube.
5. Practicing: The amount of time that you choose to practice will directly relate to your progress. One lesson per week is simply not enough to keep your voice improving at it's full potential. I recommend practicing, with full warm-ups, for *at least* 30 minutes, 3 times per week, and not more than 3 hours daily.
6. Contact: Please feel free to call, text, or email me with any questions or concerns. I will return all messages promptly.
7. Care: Please be responsible and take care of your instrument. Refrain from eating a lot of dairy, especially on the day of a lesson or performance. Stay away from alcohol, and smoking- including second-hand smoke.

I have read these policies, and by signing below, I am certifying that I understand and agree with the policy statement.

Today's date: \_\_\_\_\_

X \_\_\_\_\_ Student

X\_\_\_\_\_ print name

X\_\_\_\_\_ Parent/guardian if student is under 18