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JOIN THE FACEBOOK GROUP: MARSCHALL MUSIC STUDIO
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MARSCHALL MUSIC STUDIO POLICIES

WELCOME! It's great to begin working with you as a music student! There are many benefits to individual music lessons. The direct attention that is given to your individual strengths and weaknesses as a musician is something that cannot be entirely addressed in a choral or classroom music setting. I urge you to take full advantage of this opportunity to study privately. You will get out of this experience what you choose to put into it. In order to ensure a positive experience please read the following policies carefully. If you have any questions or would like to know how lessons are progressing, please don't hesitate to contact me.

LESSON ATTENDANCE

You are expected to attend every lesson at your scheduled weekly day and time. If you should find the need to miss a lesson, it is **YOUR** responsibility to a) find another student in which to switch lesson times or b) contact me at least 24 hours in advance to reschedule (not cancel at your lesson time). You will be provided with a lesson schedule and contact sheet in order to contact other students. **There will be no refund for missed lessons.** I will reschedule your missed lesson, if notified *in advance*, for a mutually convenient time. If I should miss a lesson you will not be charged and we will reschedule.

Here are some possible scenarios for missing a lesson:

1. *Choir event/practice, field trip, doctors appointment, illness, or emergency*
2. *Change in school schedule (shortened hours, testing, assembly, etc.)*
3. *If you don't feel vocally healthy:* Switch lesson times or reschedule your lesson. Since I also perform outside of teaching, please do not come to your lesson if you have stayed home from school due to illness and/or are contagious.

LESSON PROCEDURES AND EXPECTATIONS

1. Bring a three-ring binder reserved for voice lesson material alone to keep all assigned music, a pencil, and blank paper. Bring these materials to each lesson. Please keep your binder organized.
2. As your voice teacher, my main concerns for you are your vocal health and technical and musical development as a singer. Our work in lessons will include work on breathing, resonance, diction, and phrasing. Also expect to work on sight-reading, note-reading and music theory: all of the tools that will enable you to grow as a healthy and musical singer.
3. **Your own private practice time between lessons is essential.** I can teach you notes in lessons but it is a waste of your valuable time and money. Please come to your lesson with your music learned so that we can spend time making music, not learning notes.
4. If interested, I can make a practice/accompaniment recording for you. Just provide me with a blank tape for this purpose or I can digitally record your lesson and email it to you in mp3 format.

5. You will be provided with music from my music library/your choral music library and will be **required to purchase music** (in accordance with copyright laws). Estimate spending \$25 - \$50 per year on books. AVHS students: there is a \$10 copy fee for the entire calendar year to help cover costs.
6. Maintain your vocal health. Keep your voice healthy by refraining from yelling/screaming. Stay hydrated. Warm-up before and cool down after vocal events (speech meets, plays, choir concerts, musicals, etc).
7. Throughout the year, all students will have several opportunities to perform. Some of these include: studio recitals, master classes, studio classes, Solo/Ensemble contest, musical theatre festival and NATS auditions. Additional costs may apply for these events such as registration and/or accompanist fees.

TUITION:

LESSONS ARE 25 MINUTES LONG OR 1/2 CLASS PERIOD, AS APPLICABLE.

DOUBLE LESSONS ARE DOUBLE THE AMOUNT LISTED BELOW.

AVHS: \$19.00 BHS: \$114 per session EHS: \$20.00 HOME STUDIO: \$19.00

1. Lessons are to be paid for by session or on a monthly basis at the **beginning of each month** or by week. Tuition and any additional expenses for the upcoming month will be written on a receipt and given to the student. **BHS students:** Session tuition must be paid by the **first lesson** or lessons will stop until payment is received by community education. Please consult your master schedule for payment due dates.
2. If you should decide to not continue with lessons, please inform me two weeks in advance. This will allow me sufficient time to contact my waiting list. You are financially responsible for all lessons up to the date that I am notified.
3. Private teaching is my **main source of my income** and not being paid on time creates hardships. Please keep this in mind when keeping your timely payments, *especially with session payments*. If a difficult situation arises for you, please call and we can certainly work something out.

Please sign and return this policy sheet no later than your second lesson. Your signature assures me that you have read the studio policies and understand expectations.

Student Signature: _____

Parent Signature: _____