



Voice Lesson Policy

The Teacher

- Is prepared and punctual.
- Instructs in an encouraging and enthusiastic manner.
- Communicates with students and families on a regular basis.
- Provides performance opportunities.
- Provides access to, and creates assignments using Better Practice App.
- Provides practice incentives.

The Parent

- Brings students to class promptly at the scheduled time.
- Supports students at home.
- Makes sure that regular practice is happening. 15-20 minutes for the same time 5 days a week is highly recommended.
- Responds to communications from the teacher when requested.
- Will help provide access to the Better Practice App.

At home the student will:

- Will practice regularly using the Better Practice App.
- Will record practice on the Better Practice App.
- Will come prepared and try their best.

Attendance and Commitment

Please do not attend your lesson or class in person if you are ill.

Weekly attendance is expected, and credits for missed lessons will not be given. When a conflict arises, notify me as soon as possible so we can try to reschedule. Rescheduling is not guaranteed.

If you must miss a lesson and rescheduling is not possible, there are two options:

1. Online lessons are available for students that are sick or traveling.
2. You may submit recordings of your singing prior to the appointed lesson. I will listen to the recording during your lesson time, and provide feedback and a new assignment (if appropriate).

There are more options for lesson adjustments during the summer, and online lessons are also available for summer if necessary.

**Please do not schedule other activities or events during your lesson time. Please make sure that the scheduled time works from September through May.*

Online Lesson Requirements

Make sure that you have all necessary materials ready prior to the start of your lesson.

Make sure that you have a stable internet connection with little interference from other devices streaming in the home.

If you are connecting with two devices, make sure that one device is disconnected from audio to avoid feedback. Simply muting your device will not eliminate the feedback.

Tablets or phones often provide better audio than a laptop.

Do not place the device with the microphone on the piano or keyboard. Doing so may cause distortion of sound quality.

To avoid eye strain for the teacher, please have your device camera in a fixed location. This can be a tripod, or as simple as being propped up on a chair or table.

If a student is under the age of 15, the coach must be sitting near the student, and not in another room. This is the same requirement as in-person lessons, and especially important to help with technology requirements as well as to help demonstrate ideas presented during the lesson.

Make sure that the room where the lesson is happening is free of distractions and excess background noise.

If there is a written assignment due, please send a picture via email or text prior to your lesson so that I can check it in advance.

In-Home Lesson Requirements

Make sure that you have all necessary materials ready, along with the student, prior to the start of your lesson.

Make sure that the room where the lesson is happening is free of distractions and excess background noise.

Make sure that the piano or keyboard being used is full sized, has weighted keys, and is in good working order.

Termination of Lessons

Termination of lessons, or an extended leave of absence requires a 30-day notice, in writing, with payment.

*In the event that a 30 day notice cannot be given, an **early termination fee of \$25** will be applied to your account.*

The teacher reserves the right to terminate students that are not compliant with studio policies.

Studio Calendar 2025-2026

November 24-29	Thanksgiving Break
December 22-January 3	Winter Break
March 23-28	Spring Break
May 25-30	Memorial Week
August 10-15	Beginning of School Break
2 additional day/week to be announced	Personal/Sick

Tuition Fees

Registration Fee - Individual/Families <i>*charged at sign up</i>	\$35/\$50
Materials Fee: Returning Student <i>*charged yearly in September</i>	\$15
Monthly Lesson Rate (30 min)	\$140
Monthly Lesson Rate (45 min)	\$200

Tuition Details

Tuition is a **flat, monthly rate** and includes the Better Practice App.

Monthly tuition installments are due the **first week of every month**, and payment should be received no later than the ***7th day of each month***.

Monthly tuition is calculated annually based on **44 lessons** from the beginning of September until the end of August, and remains constant regardless of the number of lessons received in any given month.

Payments received after the **15th day of each month** will be charged a late fee that is ***20% of your monthly tuition***.

You will be asked to set up ***auto-payment*** via the “Current Student Sign up Form” on my website. These payments are made using Stripe.

A **3% convenience fee** will be added to your monthly payment for credit cards. If using a bank transfer, it will be a **1% convenience fee**.

Additional Details:

**If an in-home lesson is agreed upon, a traveling fee of \$1/mile or a minimum of \$20 will be added to the monthly rate.*

Have questions or need more info? Email: charlotte@musicandplaycos.com