

Registration Fee: \_\_\_\_\_ Check \_\_\_\_\_ Cash

## Woodward Academy Application for Private Voice Lessons Spring 2022

\*\*Please **print clearly**, have it signed by a parent, and return THIS FORM along with REGISTRATION FEE to either your choral director or theatre director.\*\*

**Lesson times will be assigned on a first-come, first-served basis.  
Lessons will begin the week of January 10th.**

Name: \_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Student's Cell Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Student Email Address (that is checked frequently): \_\_\_\_\_

Choral Student? \_\_\_\_\_ YES \_\_\_\_\_ NO      Theatre Student? \_\_\_\_\_ YES \_\_\_\_\_ NO

Have you studied voice before? \_\_\_\_\_ YES \_\_\_\_\_ NO      If yes, for how long? \_\_\_\_\_

Teacher Preference:      \_\_\_\_\_ Lloyd White V      \_\_\_\_\_ Emily Redden      \_\_\_\_\_ No Preference

### LESSON LENGTH PREFERENCE:

\_\_\_\_\_ 30-Minute Lesson      \_\_\_\_\_ 45-Minute Lesson      \_\_\_\_\_ 60-Minute Lesson

### LESSON TIME PREFERENCE:

Please mark every possible time slot with an X. If you do not select enough options, we may not have a slot available for you. You may note preferred slots below the chart.

Time/Day	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>
<i>Tutorial (10:40-11:10)</i>	High school only	High school only	High school only
<i>Lunch (12:15-1:15)</i>			
<i>Tutorial (3:15-3:45)</i>			
<i>After School (3:45-)</i>			

\* Per lesson pricing is listed in our Policies for Private Vocal Study. Tuition rates will be calculated for each student based on their total number of lessons.

**\*\*AFTER-SCHOOL ACTIVITIES: To help with scheduling, please explain your after-school commitments in the space below, including sports and rehearsal schedules. Please include days and times if known. Please include beginning and end dates for these activities!\*\***

**As these activities change throughout the semester, it is your responsibility to inform your teacher!**

**PARENTS: We understand the rules for voice study and tuition payment on the Policies Page and have attached a registration check for \$25.00, payable to Woodward Academy.**

Parent Signature: \_\_\_\_\_

Parent name (printed): \_\_\_\_\_

Parent Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Parent Email: \_\_\_\_\_

## Policies for Private Vocal Study at Woodward Academy 2021 - 2022

\*\*For Students and Parents – please read carefully and keep on file.\*\*

*OUR GOAL: To teach each student a healthy and proven technique for singing that will allow their instrument, “ear,” musicianship, vocal confidence and enjoyment to develop to their fullest. We then move on to explore its use through songs of many styles – chosen to further vocal development, showcase the student’s gifts, and broaden the student’s knowledge of vocal repertoire.*

1) **ATTENDANCE** – Regular lesson attendance and practice at home are expected of all students. Students are expected to bring their own copy of music or a device to read their music from.

In order to simplify scheduling lessons, the teacher and student will agree on a set day of the week and time for the entire semester. Their tuition rate will then be calculated based on how many lessons the Woodward schedule will allow for that time. All scheduled lessons that need to be missed for any reason must be cancelled **at least 72 hours prior**, by way of emailing or calling the teacher. If this is done, the absence will be excused, and a make-up credit will be given. **If this is not done, tuition will be charged.**

In cases of illness or emergency, students will be credited with a make-up lesson as long as they inform the teacher of their absence **before their lesson time**. Additionally, if a student is tardy to the point of missing **one third or more** of their lesson time, **the lesson will be cancelled by the teacher and tuition will be charged.**

2) **TUITION** – Please note that rates have risen for this semester. While they are still very competitive, if this causes a problem for any students, reach out to us to discuss further. Lesson rates are as follows:

<b>Lesson Rates</b>
\$40/30-Minute Lesson
\$55/45-Minute Lesson
\$70/60-Minute Lesson

Spring 2022 will include roughly 15 weeks of lessons. Exact number of lessons will be calculated after selecting a time slot and referencing the school calendar for conflicts. Any prepaid lessons not completed during the spring will be made up by **May 13th**. Spring tuition must be received before lessons can start. Parents have the option to pay by app or a check written out to the student’s voice teacher (either Emily Redden or Lloyd White V).

As this is a tuition payment, students are expected to complete the semester course and there are **no refunds**. In special cases, students may be allowed to have remaining credits roll-over to the summer or following semester. This will be done at the teacher's discretion under extenuating circumstances.

3) **LESSONS** – Lesson lengths depend on the time of day and the Woodward Academy class schedule. The scheduling of lessons will conform to the Woodward Academy calendar of holidays and exams, during which no lessons are taught. Lessons may be scheduled during lunch, tutorials, and after school. Lessons are taught on the third floor of Richardson Hall.

There will be days during the school year when students will be on a different schedule. **If this happens, students are still expected to come to their lessons.** This is not the case when the student is required to be at an assembly or class meeting. This is particularly important for those who have lunch lessons. **If the student fails to notify their teacher of the required event in a timely manner and simply does not come, tuition will still be charged.**

4) **REGISTRATION** – Before beginning lessons, a non-refundable fee of \$25.00 must be paid to the department. This fee will help cover the costs of annual piano and studio maintenance. **Your check for \$25.00 should be made out to Woodward Academy and attached to your application. This fee is for new voice students only.**

5) **PERFORMANCE OPPORTUNITIES** – There will be one (1) recital held at the end of the school year. The Spring Voice Recital will take place on **May 15th**. All high schoolers are encouraged to perform in this recital. In fact, we work the entire school year with that as a goal. Middle school students are encouraged to audition for this recital and will be programmed at the voice faculties' discretion.

To perform on the recital students are required to:

- a. Perform their song from memory
- b. Attend a dress rehearsal with your accompanist. (These will be done at one set rehearsal time after school the week of the recital.)
- c. Pay your accompanist fee by **April 28th**.

More information will be provided later in the semester.

6) **CONTACT INFORMATION** – Parents and students, please feel free to contact us via email or by phone any time.

**\*All lessons will adhere to the COVID restrictions set forth by Woodward Academy\***

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