

# **Marisa M. Lentz**

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## **Voice Studio Policies 2024**

### **Studio Mission Statement**

This studio strives to help students find their own natural and healthy voice through a solid foundation in proper posture, breath, movement, phonation, and a sense of their entire body as an instrument that is adaptable to any style of singing. Students will learn how to approach, learn, and interpret a new piece of music with attention to tempo, dynamics, form, articulation, and style; and how to perform with confidence and expression.

This is an inclusive and affirming space. All peoples are treated with equity, kindness, care, and respect. No peoples will be discriminated against in any manner, for any reason.

### **Expectations**

Students are expected to be punctual, bring all required materials to every lesson, and to practice outside of the lesson.

Students are responsible for practicing functional technical skills, music theory and sightsinging, and repertoire for the agreed upon minimum amount of time each week. Voice lessons are only effective if the student practices regularly during the week. Please feel free to contact if there are any questions about practicing throughout the week.

### **Required Materials**

1. Assigned repertoire, digital or hard copy
  - a. Hard copies of music should be in a 3 ring binder, no staples or loose pages
2. Theory and sightsinging books
3. Notebook with blank paper
4. Pencil (no pen)
5. Cell phone for playing recordings and/or recording your lesson

### **Lesson Routine**

Lessons will consist of warm-ups (both physical and vocal), technical studies (scales, trills, etc.) sight-singing, music theory, and repertoire. Lessons may also include anatomy of the voice and the systems involved in breathing and phonation, and basic piano skills.

### **Repertoire**

Repertoire will be chosen for each student (with some input from the student) based on age and level. Students can expect to work on 2 to 5 pieces at a time of varying styles/genres. In addition to assigned repertoire, students may bring in choral music, audition music (for chorus and/or shows), and music from shows and for gigs. All music must be legally purchased, the cost of which is in addition to tuition. I will not photocopy any copyrighted materials for any reason.

**Tuition**

Tuition is due for the whole month before or at the beginning of the first lesson of the month. Students and parents will receive an email reminder 1 to 2 days before payment is due, and a receipt when payment is tendered. Tuition may be different month to month due to holidays or extra days in the month. Tuition fees include the lesson time as well as time spent preparing for lessons, which includes but is not limited to: lesson planning, research, choosing repertoire, scheduling, communication with students and parents, and other administrative work. Tuition may be paid by cash, check, Venmo, Zelle, or PayPal. Tuition that is late will be assessed a \$10 late fee.

**Rates:**

60 minute lesson	\$75/lesson
45 minute lesson	\$60/lesson
30 minute lesson	\$45/lesson

**Attendance**

All lessons are in person unless otherwise specified. Once we have agreed on a lesson day and time, that is the student's assigned time and they are expected to be at their lesson. If a student needs to miss a lesson, a minimum of 24 hour's notice is necessary to reschedule the lesson. Lessons canceled by the student less than 24 hours before the lesson will not be rescheduled and payment will not be refunded. Cancellations less than 24 hours in advance due to illness or emergency may or may not be rescheduled, at my discretion. If I cancel a lesson, it will be rescheduled.

Students are expected to arrive and leave on time. Students who arrive late to a lesson will not be given extra time at the end of the lesson, and the time missed will not be made up.

If a student quits lessons in the middle of a month for which they have already paid, no refund will be given. If a student needs to take a temporary break from lessons that is longer than 1 month, the student's lesson time will not be held and I cannot guarantee that the same day and time will be open when the student wishes to return.

I reserve the right to drop a student at any time. If a student is dropped in the middle of a month for which they have already paid, a refund will be issued for the remaining lessons.

**Parking**

Parking is open in the neighborhood, students can park wherever there is an open space. They can also park in my driveway if there is no street parking.

**Parent/Guardian Involvement**

Parents/guardians are encouraged to be involved in the vocal education of their student by encouraging them to practice and assisting them with practice if needed, and by helping them prepare for auditions and performances. They may observe their student's lesson at any time,

though they should be aware that studying voice can be personal and vulnerable and the student may not be comfortable being observed. If the student prefers that their parent/guardian not observe, the student's wishes will be respected. Progress reports will be provided upon request.

The studio maintains a policy of openness. Blinds will remain open, and the studio door will remain partially open.

Parents/guardians are encouraged to email me to set up a phone or in person meeting should they have any questions or concerns. If the student is under 18, parents/guardians will be copied on all correspondence.

### **Studio Etiquette**

Please arrive approximately 5 minutes (but no more than 10 minutes) before the start of the lesson to ensure time to unpack music, use the restroom, hang up coats, etc. If the front door is unlocked, you may come in and wait in the entryway your lesson time.

Students should be diligent about staying home if they are sick. If the student would not go to school or work, they should not come to their lesson. Lessons can be conducted via Zoom or FaceTime if the student feels well enough to sing.

Students in the studio are not permitted to gossip or make negative remarks about other students in the studio.

If a student writes a bio for a singing performance, they are expected to include that they are studying voice. Something like, "(Insert student name) studies voice with Marisa Lentz."

Questions are encouraged! Please feel free to email with questions, concerns, and to report difficulties and successes.