

Hello Bowden Voice Studio,

I am writing to share with you the spring 2020 schedule and tuition options as well as lesson registration information for returning students.

Spring Semester Schedule

- January 13-May 22, 2020 (18 weeks, no lessons March 9-13)
- Recital: Saturday, May 23, 2020
- Make-up week: May 25-28, 2020

In-School Semester Package

- 18 30-minute lessons in school during choir class
- One make-up lesson (or one free bonus lesson for those with perfect attendance) will be offered during the week of May 25-28
- Recital fee is not included (\$30)
- \$540 for 18 30-minute lessons. Payment due in full on **January 1, 2020**
- Option to pay in four equal installments of \$145. Payments will be due on **January 1, February 1, March 1, and April 1**. Payments for this option must be via Venmo, Zelle, or PayPal. Cash or checks will not be accepted.

REGISTRATION

Please read, complete, and return the *Bowden Voice Studio Registration Form*. Returning students are offered first-choice for lesson times. I will open registration to new students on December 20, so please return your form ASAP to ensure your spot!

Keep Singing,
Lindsay Russell Bowden

RECITAL INFORMATION

Saturday, May 23, 2020

Time and Location TBA

- Student is never obligated to perform in a recital but is strongly encouraged to participate!
- Student fee is \$30 to participate.
- Attendance is free for families and friends.
- Student will be scheduled for a 10 minute rehearsal with the pianist on the evening of Friday, May 22.
- On the day of the recital, the student should plan to arrive to the venue one hour early to warm up and have additional rehearsal time with the pianist.
- Doors will open to families ten minutes before the scheduled start time.

STUDIO POLICIES

Student Responsibilities

- The student will be responsible for weekly attendance and for bringing all practice materials, sheet music, and recording devices to lessons.
- The student agrees to make a conscientious effort to complete practice routines and to learn assigned music to the best of his/her abilities prior to each lesson.

Student Cancellation Policy

- If the student cannot attend the lesson during the regularly scheduled time, the lesson may be rescheduled to another day or after school. Requests to reschedule must be made with a minimum of one week's notice and must be made in writing via text message or email to the teacher.
- If the student needs to cancel the lesson last-minute due to illness, the student is responsible for contacting the teacher via text message as soon as he/she knows they will not be in school.
- If school is canceled for any reason on the day of the lesson, the lesson will still happen at the regularly scheduled time via Skype or FaceTime.
- The teacher will offer a "make up week" at the end of the semester, May 25-28, where the student may make up one missed lesson during his/her regularly scheduled lesson time. If the student has perfect attendance, he/she will receive a free bonus lesson during that week.
- If the student exceeds one missed lesson during the semester and does not attempt to reschedule the additional missed lessons before May 28, 2020, the student will forfeit the additional missed lessons.

Teacher Cancellation Policy

- If the teacher needs to cancel a lesson for any reason, the teacher will attempt to reschedule the missed lesson. If the teacher is unable to reschedule, the cost of the individual lesson will be reimbursed in full.

BOWDEN VOICE STUDIO
IN-SCHOOL LESSON REGISTRATION FORM SPRING 2020

Student Information:

Name: _____

Email: _____

Phone: _____

Address: _____

Parent Information:

Name: _____

Email: _____

Phone: _____

Address: _____

I attend _____ high school and my choir class meets during _____ period.

My preferred method of contact is:

___ Text (parent)

___ Email (parent)

___ Text (student)

___ Email (student)

My preferred method of payment is:

___ Venmo: _____

___ Zelle: _____

___ Paypal: _____

___ Personal Check (Must pay in full by Jan 1)

___ Cash (Must pay in full by Jan 1)

I prefer to pay:

___ In full, \$540 (18 30-min. lessons) due on **January 1, 2020**

___ In four equal installments of \$145 (18 30-min. lessons)
due **Jan 1, Feb 1, March 1, and April 1, 2020.**

Agreement:

I have read the studio policies in full and agree to the terms.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____