

Voice Studio Policy

Katherine Riederer, Soprano

Contact Information

Email: kriederer22@gmail.com

Phone: (716) 208-9858

Studio Objectives: Students will...

- Learn how to sing and maintain healthy vocal technique while applying it to vocal exercises and repertoire
- Develop performance skills that foster a confident and positive mindset
- Learn musicianship skills such as reading music, understanding musical vocabulary, and having a strong sense of tonality.
- Learn and appreciate a variety of musical styles
- Come into each lesson with a positive, respectful, and professional attitude in all aspects of vocal study and performance

Program Overview and Tuition:

- Tuition includes a guaranteed 46 lessons over a period of 12 months. Recital fees, recordings, and other materials (i.e. notebook, sheet music/scores, binder, etc.) are not included in the tuition fee.

Tuition Rates:

- 30 minutes \$140/month
- 45 minutes \$195/month
- 60 minutes \$270/month

Tuition is due the first lesson of every month. It is the responsibility of the student/parent to submit payment in a timely manner.

- **If payment occurs later than the 10th of the month, a \$10 late fee is added.**
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Registration:

Cincinnati Music Academy charges an annual registration fee that is separate from monthly tuition payments. That fee is:

- One student \$30/year
- Two students \$50/year
- Three or more students (per family) \$70/year

Students enrolled with multiple teachers pay only one registration fee to CMA.

- The registration fee is payable by check to Cincinnati Music Academy and is due by September 1st OR whenever a new student begins studying at CMA.

Payment Options:

I accept a variety of payment options including:

- Cash
- Checks-made payable to Katherine Riederer
- Venmo: @Katie-Riederer

Communication:

kriederer22@gmail.com - please email me anytime

(716) 208-9858 - please do **not** call or text between the hours of 8 PM and 8 AM unless it is an emergency. Otherwise, email is preferred.

Attendance/Makeup Lessons:

- It is the responsibility of the student or parent to communicate absences and to sign up for necessary makeup lessons.
- Makeup times are **first come, first serve**.
- Tuition **will not be prorated or credited** for missed lessons.
- If a student is a **NO-SHOW** or if a lesson is canceled by the student with **less than 24 hours** notice, the lesson will be forfeited, tuition will not be refunded for the missed lesson, and a makeup will not be offered. This includes makeup slots.
- Excessive absences due to an illness or family emergency will be handled on a case-by-case basis.

Termination of Study:

You may cancel lessons (temporarily or permanently) by notifying me **prior to the 15th of the month** before you intend to terminate lessons.

- If notification takes place after this, you are still responsible for paying the next month's tuition, and any tuition already paid will not be refunded.

I reserve the right to terminate lessons if it is in the best interest of both the student and teacher. Reasons for dismissal may include:

- Repeated failure to read and abide by materials/policies distributed, including parents and guardians
- Repeated failure to attend lessons
- Repeated failure to prepare for lessons
- Repeated offenses of disrespectful or inappropriate behavior
- Inconsiderate or unfair commentary or critiques of your singing colleagues
- Failure to pay tuition

Expectations:

Students should have a set practice schedule outside of voice lessons. This is **necessary** for improvement!

- Set goals to practice vocal exercises and repertoire at least 4 days a week for 20-30 minutes. Regular, brief practice sessions are more useful for vocal study than longer, infrequent sessions.

If you are unwell or tired, there are still many ways that you can practice without using your instrument.

- Listening to recordings
- Working on musicianship skills/theory
- Translation of texts in foreign languages (if applicable)
- Memorization
- Character/text analysis

Voice students will also be expected to learn musician notation/vocabulary and hone very basic piano skills. These are essential for practicing, particularly new repertoire.

- A recording device (iPhone, FlipVideo, personal voice recorder, etc.) is helpful for practice as well as recording lessons for review.

- Proper care for physical health is necessary for vocal health-our bodies are our instruments! Adequate sleep, hydration, and illness prevention help keep the voice in optimal condition.

***Please do not come in for a lesson if you have a fever, cough, or sore throat, or if you have been in recent contact with someone who has tested positive for Covid-19.**

Materials/Music:

For each and every lesson, students are expected to bring:

- 3-ring binder or folder to hold your music
- Sheet music for assigned repertoire
- Pencil
- Water

I will assign repertoire based on the individual student's interest, ability, and voice type.

I will consider student suggestions for repertoire, and I will advise the student if a particular piece is appropriate.

Below is a list of resources for sheet music and scores:

- Books: sheetmusicplus.com, amazon.com
- Websites including IMSLP, CPDL, Art Song Central (public domain)
- Websites including musicnotes.com offer a variety of songs for purchase and can be transposed into different keys.

***See next page for the student information sheet, please sign and return before the third lesson**



Student Information Sheet

Student name: DOB

Student phone (if applicable):.....

Parent/Guardian(s):.....

Phone: 1 2 3.....

Email:

Emergency contact (name):.....

(phone):

(relationship):

Health concerns/allergies:

Any other information you wish for me to know:

I, have read the policies of Katherine Riederer's voice studio and will adhere to them.

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Student (or Parent/Guardian if student is under 18) Date