

Jodie Miller Private Voice Studio
356 Lorne St., New Glasgow, NS
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(902)759-2493



To my students:

Thank you for joining the wonderful world of singerhood. What we do is nothing short of magic. It takes bravery and vulnerability to create with the voice that you've been given.

Thank you for trusting me with your process. Whether you're 10, 15, 30, or 50 years old, a brand new or a life long singer, I strive to offer a space that feels safe and playful so you can explore all the sounds available to you.

I will always meet you where you are and go from there over the months (or years!) we can create practice habits that feel good, performances that bring joy, and help you become a little bit more comfy exploring and sharing your instrument. Let's go!!!

Google Form / Registration

Please complete the Google Form: <https://forms.gle/HqALruT2t5avg6hw7>

This helps me to keep track, and ensures that you have all the information. With that said, please continue reading below!

Your Google Doc

Each student has a Google Doc. Teacher, student, and parents are welcome to use this Doc to keep up to date on what we are working on, how many lessons have been used, etc.

Payments & Fees

Lessons fees are \$30/30 min, \$45/45 min, \$60/hr. I divide lessons into School year Tuition-Based lessons, and Summer lessons. If you have any questions, please ask!

Summer lessons are pay as you go. You can pay on the day of your lesson or for 2-4 at a time, as long as each lesson is paid by the day of.

School year Tuition-based lessons offer a flexible payment schedule. We allow for **30 lessons from September - June**. Please note there are *more* than 30 weeks during this time. Once 30 lessons are used, we move to "Summer lessons".

How tuition works:

(Math!) Take your lesson fee, multiply it by 30, and that is your tuition. You can pay it in up to 10 monthly installments, or in block payments (yearly, by semester etc). *Please note if you choose 10 monthly installments, there is a chance you finish your 30 lessons before payment is complete.

Example of 45 minutes lessons:

$\$45 \times 30 = \1350 (Monthly = \$135/month, or 3 payments of \$337.50, or 2 of \$675, etc.)

Payments accepted:

At the Studio: exact cash, cheques

Online: Email Interact Transfer (E-Transfer) to: jodiealcorn@gmail.com

Other expenses

Please be aware of other costs that can arise. These include but are not limited to: Festival registration fees, accompanist / collaborative pianist / coaching fees, Exam fees, music purchasing (usually I have what we need).

Attendance & Scheduling

Students are expected to be present for all sessions. If you are unable to come to your regular time, it is your responsibility to communicate your absence as soon as you are aware of it. It is always best to do so in writing to avoid miscommunication.

Types of Cancellations

Early Cancel- Over 24 hrs notice (at least)

- For Vacations, tournaments, etc
- We can reschedule or skip the week. When you know you will be away, please tell me as soon as you know.
- If multiple lessons are Early Cancelled, we may need to discuss schedule options.

Late Cancel - Within 24 hours

- Used for illness, family emergencies, unsafe travel conditions, or other extreme circumstances
- Lesson charge/count is at teacher's discretion. I am understanding and will usually reschedule or push the lesson without penalty. If this is abused/misused I will begin charging for lessons cancelled within 24 hours and will discuss other scheduling options with your family.

No-Show with no notice:

- Lesson charged, no make-up.
- I understand that mistakes happen. I may be willing to discuss a potential reschedule for honest, dedicated students.

If there are any questions regarding missed lessons or cancellations please do not hesitate to ask. I am happy to be accommodating *when possible*- please communicate and I will do the same.

Teacher Absences

Sometimes I will be away too. I may be sick or have family emergencies. I also have a professional performance/conducting life outside of my teaching. I will always communicate in full and there will *never* be a charge/lesson counted for teacher absence.

Statutory holidays / March Break / Bad Weather

I will do my best to make sure you know when the studio is closed. When in doubt, simply text/call/email. In general, when schools are closed **for holiday** the studio is also closed.

When schools are closed **for weather**, the studio operates **per-basis**. If it is unsafe to travel, I am happy to push your lesson but communication is expected.

Summer Lessons

Summer is busy with camping trips and family vacations, for you and for me. Often, weekly lessons may not work or regular lesson times may be shifted. The no-show policy still applies, however otherwise summer lessons are quite flexible. Summer Lessons will be arranged per-student.

Studio Location & Environment

Lessons happen at my home studio on Lorne Street or at The Centre for Music on Summit. Registration to Summit is separate from my studio registration and includes a small fee.

Either location, my studio is an inclusive, welcoming, and supportive environment for **everybody**. If a student acts outside this clear principle, they will be excused from lessons.

In both settings, I welcome students to come as you are, but please:

- Cell phone on silent
- Refrain from strong scents such as perfumes or body sprays
- If you arrive early, you may wait in the car or come inside

Material

- a **binder** to keep your music, song list, words, translations and pronunciations, etc.
- binder dividers
- Pencils, highlighters/coloured pencils
- depending on the situation, I often ask for students to keep a journal as well

I have materials which can be photocopied and shared for educational purposes only. I often do printing for students but sometimes email PDFs home to be printed. **Please let me know if you do not have printer access.**

I do allow you to record your lessons for practice purposes only. Please bring your own recording device (cell phone is fine).

Performances

Students are strongly encouraged to participate in recitals and other performing opportunities. It is not required and certainly depends on your journey. Please discuss any performances you are planning to participate in outside of our studio as soon as you know.

Please let me know of any questions, concerns, or thoughts. I look forward to singing with you!

Jodie