1316 Jasmine Lane
Lancaster, Pa 17601
(717) 917-8450 cell/text
jo@abromvocalstudio.com
www.abromvocalstudio.com

Outlined below are some of the policies and procedures of the studio. Please do not hesitate to contact me if you have any questions. Maintaining open lines of communication is essential to a successful learning experience.

FEES

Lesson rates:

ANNUAL REGISTRATION: $15 per family; added to September invoice

INDIVIDUAL LESSONS:

Current students will remain at the rate they paid for 2025-26.

30-minute Voice lesson: $45

60-minute Voice lesson: $90

The first lesson for potential students is conducted as a complimentary "meet and greet". This gives me an opportunity to hear the student and assess their vocal strengths and weaknesses and it allows the student to express their goals and talk about previous musical experiences. Afterwards, if we both feel like it is a good fit, students are offered a spot in the studio or placed on a waiting list based on current availability.

PAYMENT

- **Lessons are to be paid in advance by one month. Students will be sent an invoice 7 days before the end of the month and payment is due by the 1st. Students need to have a payment method connected to the student portal to schedule. Students can choose any payment method. On the 3rd, any unpaid balances will be automatically charge to the saved payment method.**

- Payments can be paid by Check, Cash, Zelle, Bank transfer, Google pay or Credit Card. (Credit card payments incur a 3% processing fee. Bank transfers are 1%. Zelle has no fees)

CANCELLATIONS/MAKEUP POLICY

- Care is taken to schedule students at a mutually convenient time. A specific time is reserved weekly that is exclusively yours. This is the special nature of private study.

- ***Students who need to miss a lesson and give a 24- hour notice will receive a makeup credit.*** In cases of transportation issues, less than ideal voice, or suspected illness, students can opt to do a Zoom lesson if they cannot give enough notice. There are lots of things we can work on even if you are not in your best singing voice. For family emergencies, sudden illnesses, or schedule conflicts where a Zoom lesson cannot happen, students will be granted makeups on a case-by-case basis.

- ***Scheduling makeup lessons.*** Makeups and additional lessons can be scheduled through the schedule link on my website via My Music Staff. I do understand the intricacies of managing a busy family schedule and do my best to remain flexible and work with your scheduling needs. ***Missed Lessons cannot be credited to next month's payment, but students have 60 days to schedule a makeup time at their convenience.***

- ***Teacher cancelled lessons will have payments credited to the next month or they can be made up at a mutually convenient time.***

- ***Students who must miss their lesson for an extended time*** have several options.
  1. Continue to pay for the time to keep the timeslot and make up the missed lessons at alternate times. Resume the scheduled time when there is no longer a conflict.
  2. Forfeit the time and be placed on the waiting list. Hopefully when schedules settle and you wish to resume, we will be able to find an open time.

- ***Inclement weather:*** If students or parents are uncomfortable at any time with the road conditions in their local neighborhoods (I have students who drive over an hour) they can choose to do a Zoom lesson. ***If students have no access to Zoom, or their internet is down, we can schedule a makeup. The 24-hour notice requirement does NOT apply if the student is concerned about driving conditions.***

- A great majority of my students are adults and children who perform professionally in theatre, concerts, churches and as front singers for bands. I work with many professional musicians and teachers who live out of the area. Because of the fluid nature of rehearsal and performance schedules for performing artists, and the large number of working

musicians I teach, I maintain a much more flexible policy regarding lesson rescheduling than most of my colleagues. **You can reschedule as often as is necessary.**
My Music Staff online scheduling allows for students to find makeup and additional lesson times.

- Students who are planning to audition for college as a performing artist ***must*** attend lessons ***weekly from September-January*** of their senior year if I am preparing you for those auditions. You may take either a 30- or 60-minute timeslot although most students at this stage of pursuing a professional career opt for the hour.

- Students who need to end their private study must give at least a two-lesson notice. Students will hopefully be able to take those two lessons for which they will be billed. This gives adequate time to fill the lesson slot.

- Students who are only in town for the run of a show or a holiday break can schedule lesson times on the online scheduler or may need to make individual arrangements.

Our time together is considered very important to me, as I know it is to you! Rescheduling and working out schedules is rarely a problem.

MATERIALS

Please bring the following items with you to EVERY lesson:

1. Vocal Fundamentals Manual-Younger students will have an alternate workbook. This is a workbook I wrote and put together with numerous information about Vocal technique and production, vocal health, learning and performing songs, musicianship, sight-singing, Cost: $20.
2. Three ring binder. (For copied music, handouts, and audition materials) Music should be in sheet protectors or 3-hole punched and not loose.
3. BOOKS. (Plan on an initial book cost of approximately $40.)
   Most students 8-18 will have two lesson books.
4. Water bottle, pencil.
5. Small notebook or journal for lesson notes and assignments. Ask about a practice journal!
6. A phone or other recording device
7. Designated "voice lesson bag" to keep it all together!
8. Virtual lessons require the materials above and two devices. (a cell phone and computer or iPad)

RECORDING:

Students are encouraged to record their lessons via iPhone, or voice recorder. I can also record the opening exercises and send via Voice Memo. Students should use this learning tool and work with the recording in between lessons to practice, review exercises, learn music, and refine technique. I am very excited to work with you this year! I know you will find that you will make incredible progress in achieving your goals!