

Student's Name: \_\_\_\_\_

# Bharati Soman Voice Studio

## Studio Policy 2018-2019

PHONE: (703) 447-7434 • EMAIL: [studio@bharatisoman.com](mailto:studio@bharatisoman.com) • WEBSITE: [www.bharatisoman.com](http://www.bharatisoman.com)

Welcome! I look forward to this year and I hope it will be productive and fun. My goal is to make each student the best singer & musician he/she can be. Please read the guidelines below to familiarize yourself with studio policies and procedures. If you have any questions, feel free to call, text or email me.

### TUITION & FEES

Please check a box to choose the length and frequency of your lesson, and your payment schedule:

Lesson Length/ Payment Plan	Registered Weekly Lessons (Annual Reg. Fee = \$40; Single Quarter Reg. Fee = \$15)		Unregistered (Pay-Per-Lesson)
	Quarterly (8-week Session) Tuition Due Dates: Sept. 5; Nov 4; Jan 20; Mar 24	Semi-Quarterly (4-week Session) Tuition Due Dates: Sept. 5; Oct 7; Nov 4; Dec 9; Jan 20; Feb. 24; Mar 24; Apr 28	
<b>Weekly 30-min Lessons</b>	<input type="checkbox"/> \$350.00/quarter (Includes \$320 tuition + \$30 partial Recital Fee)	<input type="checkbox"/> \$185.00/payment (Includes \$170 tuition + \$15 partial Recital Fee)	<input type="checkbox"/> \$45.00/lesson
<b>Weekly 45-min Lessons</b>	<input type="checkbox"/> \$470.00/quarter (Includes \$440 tuition + \$30 partial Recital Fee)	<input type="checkbox"/> \$255.00/payment (Includes \$240 tuition + \$15 partial Recital Fee)	<input type="checkbox"/> \$65.00/lesson
<b>Weekly 60-min Lessons</b>	<input type="checkbox"/> \$590.00/quarter (Includes \$560 tuition + \$30 partial Recital Fee)	<input type="checkbox"/> \$315.00/payment (Includes \$300 tuition + \$15 partial Recital Fee)	<input type="checkbox"/> \$80.00/lesson

**Tuition payments are due at the beginning of each academic session (see due dates above).** Tuition is payable by the following methods:

- Cash
- PayPal (Friends & Family to [bharati@bharatisoman.com](mailto:bharati@bharatisoman.com))
- Check (payable to **Bharati Soman**)
- Venmo (@Bharati-Soman)

Tuition payments are only pro-rated if a student enrolls after a quarterly session has begun.

**Registered v. Unregistered Students:** Registered students will receive a regular weekly lesson time. Unregistered students are NOT guaranteed a regular lesson time. Unregistered students are expected to pay for lessons at the time of service.

**Registration Fee:** **An annual, non-refundable Registration Fee of \$40 will be charged each academic year, at the time of enrollment.** The Annual Registration Fee will be pro-rated at \$20 for students enrolling between January-June. Registration Fee for any single Quarter (including Summer Session) is \$15. Unregistered students will not incur a Registration Fee.

**Late Payments/Discounts:** Payments that are more than seven (7) days past due will incur a \$40 late fee. Returned checks will incur a service charge of \$40, and future tuition payments must be made by money order or cash. A 10% family tuition discount is available and will be applied to the family member with the shorter lesson time. (Discount applies ONLY to tuition, NOT to Registration, Recital or Installment Fees).

**Recital/Master Class Fees:** **An annual Recital Fee of \$120 per student will be applied proportionately to your payment schedule. All registered students are expected to perform in recitals.** Unregistered students who chose to participate in master classes and/or recitals will be invoiced the month before the master class or recital. One recital & two master classes will be held to give students a chance to perform for their colleagues, families and friends. The Recital Fee includes two (2) master classes, one (1) 20-minute rehearsal with the accompanist & instructor prior to the recital, and the recital performance. If extra rehearsals with the accompanist are needed, students may make arrangements directly with the accompanist. Students may also be asked to assist in providing refreshments for the post-recital reception.

### RECITALS & MASTER CLASSES

Two master classes (students only) & one recital will be held to give students a chance to perform for their colleagues, families and friends. Master classes allow students to perform in front of their peers, in a safe and friendly learning environment, in preparation for upcoming auditions/recitals. **Registered students are expected to perform in recitals & master classes.**

## **ATTENDANCE & PUNCTUALITY**

Please arrive at your lesson on time – if you are late, your lesson will not be extended to make up time.

**Missed Lessons:** *Students must notify the instructor of an absence or schedule change by 11:00pm the day before his/her scheduled lesson. A lesson will only be made up if proper notice of absence is given. If no notice or late notice is given, the student will be considered a NO-SHOW, and the lesson will NOT be made up.*

Lessons cancelled by the instructor will be made up at the student's convenience. Once a make-up lesson time is agreed upon, it will NOT be rescheduled. (See below for information regarding weather-related cancellations.)

**Discontinuation of Services:** If lessons must be discontinued, notice must be given in writing at least TWO weeks in advance. If the student has not received all pre-paid lessons prior to stopping/pausing lessons, the student has up to 60 days, after informing the instructor of discontinuation, to receive any remaining lessons. **There are NO refunds.**

## **HOLIDAYS, WEATHER CANCELLATIONS & SUMMER LESSONS**

**Holidays:** Please see attached calendar for studio holidays.

**Weather Cancellations:** The studio will follow Fairfax County Public Schools' weather-related closures. Lessons missed due to weather-related cancellations will be made up during the days marked "Make-up Lessons Only" or scheduled as available.

**Summer:** A Summer Session (4 weeks) will be offered during the summer months (June – August). Summer lessons are flexible, and the four pre-paid lessons can be scheduled as your calendar allows. Students participating in Summer Session will receive priority scheduling for the following school year.

## **PRACTICING & PREPAREDNESS**

Students should practice the given exercises and musical pieces on their own (times will vary based on student's age and level). Students should come to their lessons prepared with the pieces or assignments that have been given.

## **MUSIC & OTHER MATERIALS**

*Students should bring a recording device to their lessons. Lesson recordings should be reviewed by the student in order to aid with practicing.* In addition, a book of manuscript paper can be purchased and brought to each lesson. Students' exercises will be written in the book and should also be used for practicing.

Students will generally purchase their own music. Music can be purchased at any area music store (such as Foxes Music) or online. Any music borrowed from the instructor MUST be returned in its original condition within two weeks' time. Unreturned or damaged materials will be billed at the current retail price. Materials used in lessons will vary due to skill level and student interest.

## **MEDIA RELEASE**

*Students, and parents/guardians of students under the age of 18 years old, agree to allow Bharati Soman Voice Studio to use written correspondence as a testimonial and/or take photographs/video/audio recordings of him/her during lessons, rehearsals, recitals, or other studio events for archival purposes and studio promotional use. Published materials will NOT include full names – only first name/last initial or full initials will be used.*

The Studio Policy will be updated at the beginning of each academic year. If there is a change in the Studio Policy in the interim, you will be notified and provided with a new copy of the policy at least 2 weeks before the changes go into effect. Students are welcome to contact me with questions throughout the week. I look forward to working with you!

By signing below, I acknowledge that I have read and agree to the terms set forth in this studio policy.

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Name

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Name

# Bharati Soman Voice Studio

## *Contact Information and Student Questionnaire*

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Student's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Student's Email \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Student's Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Primary Parent/Guardian Contact - Name \_\_\_\_\_

Secondary Parent/Guardian - Name \_\_\_\_\_

Primary Parent/Guardian Contact - Email \_\_\_\_\_

Secondary Parent/Guardian - Email \_\_\_\_\_

Parent/Guardian 1 – Work Phone \_\_\_\_\_ Parent/Guardian 1 - Cell \_\_\_\_\_

Parent/Guardian 2 – Work Phone \_\_\_\_\_ Parent/Guardian 2 – Cell \_\_\_\_\_

### **Preferred method of contact for notification of last-minute schedule changes:**

Email: \_\_\_\_\_

Phone [indicate which phone #(s) by circling]:    Home    Student's Cell    P/G1 Work    P/G1 Cell    P/G2 Work    P/G 2 Cell

Text Message [indicate which phone #(s) by circling]:    Student's Cell    P/G 1 Cell    P/G 2 Cell

### *Student Questionnaire*

School: \_\_\_\_\_ Age: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Do you sing in a chorus?                       Yes     No                      Voice Part(s):     S1     S2     A1     A2

If so, where (school, church, etc)? \_\_\_\_\_                       T1     T2     B1     B2

How long have you sung in chorus? \_\_\_\_\_                      Choir Director(s): \_\_\_\_\_

Have you ever had voice lessons? \_\_\_\_\_                      How long? \_\_\_\_\_                      Teacher(s): \_\_\_\_\_

Do you play any instruments? \_\_\_\_\_                      Lessons? \_\_\_\_\_                      How long? \_\_\_\_\_

Please list any languages (other than English) that you have studied or speak fluently: \_\_\_\_\_

Do you intend to pursue music professionally? \_\_\_\_\_

What are your musical/vocal goals? \_\_\_\_\_

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Student's Name: \_\_\_\_\_

Please evaluate your abilities in the following categories:

<b>Technique</b>	Circle one: 1 = needs work 5 = strong	<b>Technique (cont'd)</b>	Circle one: 1 = needs work 5 = strong	<b>Performance/ Interpretation</b>	Circle one: 1 = needs work 5 = strong
Head Voice (high range)	1 2 3 4 5	Consistency of Vibrato	1 2 3 4 5	Stage Presence	1 2 3 4 5
Chest Voice (low range)	1 2 3 4 5			Facial Expression	1 2 3 4 5
Mixed Voice (middle range)	1 2 3 4 5	Ability to Sing Legato (smooth & connected)	1 2 3 4 5	Languages	1 2 3 4 5
Breath Control	1 2 3 4 5			Diction	1 2 3 4 5
Intonation (Staying on pitch)	1 2 3 4 5			<b>Musicianship</b>	
Volume (Loudness)	1 2 3 4 5	Vocal Range	1 2 3 4 5	Reading Music	1 2 3 4 5
Agility (Moving quickly between notes)	1 2 3 4 5	Tone Quality	1 2 3 4 5	Music Theory	1 2 3 4 5
				Sight Singing	1 2 3 4 5
				Rhythm	1 2 3 4 5
Other Areas you would like to Address:		Other Areas you would like to Address:		Other Areas you would like to Address:	

Do you have any health/medical problems, which could affect your singing?

- |  |   |
|--|---|
| <input type="checkbox"/> Acid Reflux                                       | <input type="checkbox"/> Vocal Health Issues                        |
| <input type="checkbox"/> Allergies (Pollen, dust, etc.)                    | ○ Muscular Tension Dysphonia  |
| <input type="checkbox"/> Asthma  | ○ Vocal Cord Injury/Pathology (Nodules, etc.)                       |
| <input type="checkbox"/> Heart Disease                                     | <input type="checkbox"/> Jaw Disorders or Other Disorders involving |
| <input type="checkbox"/> Scoliosis or other Spinal/Postural Irregularities | Facial Bones/Muscles? _____   |
| <input type="checkbox"/> Other - Please Explain _____                      |   |

Do you have any learning disabilities or neurological disorders?  No  Yes: \_\_\_\_\_

On average, how many hours per day do you sing?  1-2  3-4  5-6

On average, how many hours per day do you talk?  1-2  3-4  5-6

Do you participate in any of the following activities which require the use of your voice?

- |  |   |
|--|---|
| <input type="checkbox"/> Community Choir         | <input type="checkbox"/> Cheerleading         |
| <input type="checkbox"/> Community Theater/Drama | <input type="checkbox"/> School Theater/Drama |
| <input type="checkbox"/> Church Choir            | <input type="checkbox"/> Other: _____         |

Is there anything else you would like me to know about you? \_\_\_\_\_

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By signing below, I acknowledge that I have read and agree to the terms set forth in this studio policy.

**PLEASE RETAIN THIS COPY FOR YOU RECORDS**

Parent/Guardian's Signature

Date

Parent/Guardian's Name

# Bharati Soman

## Lesson Calendar 2018-2019

PHONE: (703) 447-7434 • EMAIL: [studio@bharatisoman.com](mailto:studio@bharatisoman.com) • WEBSITE: [www.bharatisoman.com](http://www.bharatisoman.com)

SEPT 2018						
SUN	MON	TUES	WED	THURS	FRI/SAT	
2 NO LESSONS – LABOR DAY	3 NO LESSONS – LABOR DAY	4 NO LESSONS	5 NO LESSONS	6 NO LESSONS	NO LESSONS	
9 *Q1, WK 1	10 *Q1, WK 1	11 *Q1, WK 1	12 *Q1, WK 1	13 *Q1, WK 1		
16 Q1, WK 2	17 Q1, WK 2	18 Q1, WK 2	19 Q1, WK 2	20 Q1, WK 2		
23 Q1, WK 3	24 Q1, WK 3	25 Q1, WK 3	26 Q1, WK 3	27 Q1, WK 3		
OCT 2018						
SEPT 30 Q1, WK 4	1 Q1, WK 4	2 Q1, WK 4	3 Q1, WK 4	4 Q1, WK 4	NO LESSONS	
7 Q1, WK 5	8 Q1, WK 5	9 Q1, WK 5	10 Q1, WK 5	11 Q1, WK 5		
14 Q1, WK 6	15 Q1, WK 6	16 Q1, WK 6	17 Q1, WK 6	18 Q1, WK 6		
21 Q1, WK 7	22 Q1, WK 7	23 Q1, WK 7	24 Q1, WK 7	25 Q1, WK 7		
28 Q1, WK 8	29 Q1, WK 8	30 Q1, WK 8	31 Q1, WK 8	NOV 1 Q1, WK 8		
NOV 2018						
4 *Q2, WK 1	5 *Q2, WK 1	6 *Q2, WK 1	7 *Q2, WK 1	8 *Q2, WK 1	NO LESSONS	
11 Q2, WK 2	12 Q2, WK 2	13 Q2, WK 2	14 Q2, WK 2	15 Q2, WK 2		
18 Q2, WK 3	19 MAKE-UP LESSONS ONLY	20 MAKE-UP LESSONS ONLY	21 NO LESSONS – THANKSGIVING	22 NO LESSONS – THANKSGIVING		
25 NO LESSONS – THANKSGIVING	26 Q2, WK 3	27 Q2, WK 3	28 Q2, WK 3	29 Q2, WK 3		
DEC 2018						
2 Q2, WK 4	3 Q2, WK 4	4 Q2, WK 4	5 Q2, WK 4	6 Q2, WK 4	FRI, DEC 7 @7PM *MASTER-CLASS*	
9 Q2, WK 5	10 Q2, WK 5	11 Q2, WK 5	12 Q2, WK 5	13 Q2, WK 5		
16 Q2, WK 6	17 Q2, WK 6	18 Q2, WK 6	19 Q2, WK 6	20 Q2, WK 6		
24 ❄ W -	25 - I -	26 - N -	27 - T -	28 - E -	- R	
JAN 2019						
DEC 30 B	DEC 31 R	JAN 1 E	2 A	3 K	❄	
6 Q2, WK 7	7 Q2, WK 7	8 Q2, WK 7	9 Q2, WK 7	10 Q2, WK 7	NO LESSONS	
13 Q2, WK 8	14 Q2, WK 8	15 Q2, WK 8	16 Q2, WK 8	17 Q2, WK 8		
20 *Q3, WK 1	21 *Q3, WK 1	22 *Q3, WK 1	23 *Q3, WK 1	24 *Q3, WK 1		
27 Q3, WK 2	28 Q3, WK 2	29 Q3, WK 2	30 Q3, WK 2	31 Q3, WK 2		

## Bharati Soman Voice Studio *Lesson Calendar 2018-2019 (continued)*

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FEB 2019										
3	Q3, WK 3	4	Q3, WK 3	5	Q3, WK 3	6	Q3, WK 3	7	Q3, WK 3	NO LESSONS
10	Q3, WK 4	11	Q3, WK 4	12	Q3, WK 4	13	Q3, WK 4	14	Q3, WK 4	
17	Q3, WK 5	18	NO LESSONS – PRESIDENTS' DAY	19	MAKE-UP LESSONS ONLY	20	MAKE-UP LESSONS ONLY	21	MAKE-UP LESSONS ONLY	
24	Q3, WK 6	25	Q3, WK 5	26	Q3, WK 5	27	Q3, WK 5	28	Q3, WK 5	
MARCH 2019										
3	Q3, WK 7	4	Q3, WK 6	5	Q3, WK 6	6	Q3, WK 6	7	Q3, WK 6	NO LESSONS
10	Q3, WK 8	11	Q3, WK 7	12	Q3, WK 7	13	Q3, WK 7	14	Q3, WK 7	
17	*Q4, WK 1	18	Q3, WK 8	19	Q3, WK 8	20	Q3, WK 8	21	Q3, WK 8	
24	Q4, WK 2	25	*Q4, WK 1	26	*Q4, WK 1	27	*Q4, WK 1	28	*Q4, WK 1	
APRIL 2019										
MAR 31	NO LESSONS – UNAVAILABLE	1	Q4, WK 2	2	Q4, WK 2	3	Q4, WK 2	4	Q4, WK 2	NO LESSONS
7	Q4, WK 3	8	Q4, WK 3	9	Q4, WK 3	10	Q4, WK 3	11	Q4, WK 3	
14	Q4, WK 4	15	S - P - B	16	- R - R E	17	- I - A	18	- N - G K	
21	NO LESSONS – SPRING BREAK	22	Q4, WK 4	23	Q4, WK 4	24	Q4, WK 4	25	Q4, WK 4	
28	Q4, WK 5	29	Q4, WK 5	30	Q4, WK 5	MAY 1	Q4, WK 5	MAY 2	Q4, WK 5	
MAY 2019										
5	Q4, WK 6	6	Q4, WK 6	7	Q4, WK 6	8	Q4, WK 6	9	Q4, WK 6	NO LESSONS
12	Q4, WK 7	13	Q4, WK 7	14	Q4, WK 7	15	Q4, WK 7	16	Q4, WK 7	
19	Q4, WK 8	20	Q4, WK 8	21	Q4, WK 8	22	Q4, WK 8	23	Q4, WK 8	
26	NO LESSONS – MEMORIAL DAY	27	NO LESSONS – MEMORIAL DAY	28	MAKE-UP LESSONS ONLY	29	MAKE-UP LESSONS ONLY	30	MAKE-UP LESSONS ONLY	