

# Addison Ballew Voice Studio

Addison Ballew  
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**HELLO STUDENTS AND PARENTS!** I am excited to have you in my studio and can't wait to work with you! As the student, it is your job to come to lessons prepared and ready to sing. My job will be to help you develop healthy vocal habits, solid technique, musicianship, diction, intonation, expression, stage presence and much more. I want you to become the best singer you can possibly be while working hard, and most importantly, having fun!

**Please read ALL the following studio expectations below:**

## **Weekly Expectations:**

**PRACTICE: Students are expected to come prepared to the lessons.** This means that you have studied/practiced your repertoire and worked on technique from previous lessons. I highly recommend practicing 30-45 minutes **daily**. Please come to your lesson with questions or feedback on what you have discovered during your week of practice. Our voices rely on muscle memory, and the best way to achieve this is through consistent practice. Your improvement will be much greater, and your lessons will be much more enjoyable!

## **Please bring these items to your lesson every week:**

1. YOUR MUSIC! Put all loose sheet music in a binder, hole punched. You should also include paper and a pencil in your binder.
2. Water
3. A recording device/phone- you are welcome and encouraged to record your lessons.

4. If you are working on auditions, competitions, etc., you are welcome to bring an accompanist to your lesson.

**Virtual Lessons:** Lessons will take place via Zoom or FaceTime (depending on device and connection status). If one is attending on Zoom, please make sure your audio settings are on original sound. If one is on FaceTime please make sure your audio settings are on Wide Spectrum.

How to turn on Wide Spectrum:

1. During a FaceTime call, open Control Center.
  - On an iPhone with Face ID: Swipe down from the top-right corner of the screen.
  - On an iPhone with a Home button: Swipe up from the bottom edge of the screen.
2. Tap Mic Mode.
3. Select Wide Spectrum.

How to turn on original sound on iPhone, iPad, and Android phones:

1. Open Zoom App.
2. Click Settings.
3. Click Meetings.
4. Scroll down to Original Sound and TURN ON.
5. There will now be an option in a meeting to turn on Original Sound by clicking more options.

How to turn on original sound on Desktop:

1. Open Zoom on your Desktop.
2. Click your profile picture, then click Settings.
3. In the navigation menu, click Audio.
4. Under Music and Professional Audio, select the Show-in meeting option to enable “Original Sound” check box. The Original Sound setting will be displayed in the top left corner of your meetings.

**Attendance:** Missed lessons without proper notification will be charged and not made up. Please read the full attendance policy below.

**Attendance Policy:**

- Please be on time for your lesson.

- If you are sick, please contact me within **24 hours** and we will reschedule.
- If you have any other unavoidable conflicts- I need to know at least **48 hours** in advance.
- Students will be allowed to miss (2) lessons for shows/sports/vacation etc. per semester. If you must miss any more than this, you may hold your lesson time by paying the monthly lesson fee, or you may give up your regular lesson time to another student.
- **Any lesson missed without proper notification will be charged and not made up-** this includes the first week of the month!
- If I must cancel a lesson for any reason, the lesson will either be made up or refunded/put towards next month's fees.
- If for any reason you are unable to continue full-time lessons, please let me know **two weeks** in advance.

**Fees:** Lesson fees are collected monthly, **the first week of each month.** Fees can be paid by the following: Venmo (username: @Addison-Ballew) or Zelle ((864) 884-0915).

\$30 for 30 minutes

\$45 for 45 minutes

\$60 for 60 minutes

- **Late Payment Policy:** There will be a **\$20 late fee** for payments received past the 5th week of each month.

**Photo/Video Policy:** As a proud teacher, I also like to share student's accomplishments! If you or your student do **NOT** want to be mentioned online, please let me know below. I fully respect everyone's wishes regarding this matter.

**As a confirmation that you have read this Studio Policy and agree to the rules stated above, please sign and date below:**

Student Signature \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date: \_\_\_\_\_

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I agree to allow photos and/or videos to be posted online \_\_\_\_\_ (initials)

**I DO NOT** agree to allow photos and/or videos to be posted online \_\_\_\_\_ (initials)

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Student e-mail and phone number:

\_\_\_\_\_

Parent e-mail and phone number:

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