Kelley Nassief

VOICE STUDIO

Kelley.nassief@gmail.com

516-383-4570

**Lesson Contract**

Thank you for your interest in participating in private voice lessons! Learning to sing is a challenge but it develops good discipline, a sense of accomplishment and a love for the musical arts. I encourage all of my students and parents to make a commitment to take consistent weekly lessons for the school year. Whether you go on in music or not, participating in music has been proven to develop brain function as an activity that requires whole brain thinking. Singing develops a multi-disciplinary approach to mastering a skill. It is helpful to learn the skills of memorization, music within a historical context, languages, public presentation, interpretation, and expression through an artistic medium. These skills are highly valuable in any career you choose to pursue.

**LESSON SCHEDULE**

* Private lessons are scheduled with the teacher based on mutual availability at the beginning or each calendar school year. There may be times when the teacher may need to reschedule lessons due to professional performing engagements or illness. If a lesson is canceled for the above reason, the lesson will be rescheduled to the best of the teacher and student’s ability. If a make-up lesson cannot be scheduled, the student will receive a credit for the following month.
* If schools are closed or delayed due to inclement weather, please check text or email for updates.

**MISSED LESSONS/ABSENCES**

• Any missed lesson without notification via call, voice mail, or email before 10 am on the day of the lesson is unexcused and the student WILL BE CHARGED for the lesson. Make up lessons are subject to availability and will only occur with prior notice of cancellation.

• Only 2 excused absences will be allowed per school year.

* Excused absence include
* An absence due to illness is excused provided that a call is received by voice mail, or text BEFORE 10 AM on the day of the lesson in case of illness.
* All other cancellations outside an emergency or illness must be made at least 24 hours prior to lesson.
* If a lesson is excused, the student will receive a make up lesson within the month. If a make up is not possible, a credit for the following month.
* After 2 excused absences, a student cannot receive a credit, but a make-up lesson may be scheduled within the month of absence.

The following holidays will be observed. No lessons will be given on these days.

* Thanksgiving Day
* Christmas Break
* Winter Break
* Spring Break
* Lessons during Summer break are optional

**TERMINATION OF LESSONS**

The teacher reserves the right to terminate lessons for the following reasons:

* •  Student misses 6 or more lessons during a school year.
* •  Student with 3 or more unexcused absences in a school year.
* •  Student fails to practice on a consistent basis.
* •  Student displays an uncommitted interest in voice lessons.

If the student chooses to terminate lessons, the student must give a 30 day notice from the date of termination.

**PAYMENT POLICY**

* Lesson fees are paid on a monthly basis.
* LESSON FEES ARE EXPECTED BY THE FIRST LESSON OF EVERY MONTH, BUT NO LATER THAN THE 15th OF EACH MONTH. A $25 LATE FEE WILL BE ADDED IF THE FEES ARE NOT PAID BY THE 15th OF EACH MONTH.
* •You may also mail it to the following address: 189 Cranford Blvd Mastic, NY 11950
* •Invoices will be emailed at the end of every month indicating credits, charges, fees, etc...
* •Please make checks payable to “KELLEY NASSIEF”
* Checks returned for insufficient funds will be charged a $30.00 fee

**LESSON FEES**

$70.00 per 1 hour lesson.

* Lessons include voice building, sight singing, work on a selected piece(s), interpretation, acting, historical context, musicianship, style appropriate for each genre, presentation, memorization, and language.

**WHAT TO BRING TO EACH LESSON:**

* Binder with music/music books
* Recording device
* Notebook to record assignments
* A good attitude

**PRACTICING**

The more you practices, the more they will improve and participate in a positive cycle in their lessons. I encourage my students to practice at least 3 times per week for 45-60 minutes per day and no more than 6 days a week 60 minutes per day. Singing is a skill based activity that requires a certain level of practice to achieve the proper muscle memory and mastery that is required for advancement. Students are encouraged to log their practice in a practice journal, which can be a notebook or marble notebook. Practicing should include exercises that are assigned for voice building and song literature.

**RECITALS**

•There will be 2-3 recitals during the academic year. One will be held in the winter and one will be held in the spring. Location and dates will be announced. All students are required to perform in at least 1 recital per year. The cost of the pianist will be determined by each pianist hired, not to exceed $30 for a rehearsal and a performance.

* If there are enough seniors interested, we will hold a Senior Recital Showcase in June that will feature each of our seniors in a special way. Again, the cost of the pianist will be determined by each pianist hired, not to exceed $60 for a rehearsal and performance.

**MUSIC**

In most cases, I will provide a student with a copy of the music to be performed. However, if your child is serious in pursuing a career in music, I will suggest books to buy in order to build a basic library.

**COMPETITIONS/AUDITIONS/COLLEGE AUDITIONS**

If the student is interested and I feel that they are ready to compete at a local, regional, or national level, I will encourage students to pursue opportunities to compete or auditions for summer programs to gain musical enrichment.

If students are preparing for college auditions, I will provide materials to select colleges, prepare for auditions, obtain letters of recommendation, a spreadsheet to organize materials, and a detailed step by step guide to the application and auditions process. If the parent would like more information, a lesson time can be used to discuss these matters in further detail.

Professional students will focus on an audition binder, audition preparation, role development, and skill building.

**PHYSICAL TOUCH POLICY**

Singing is a physical activity. During the course of study I may need to touch you at various points on the body (including and not limited to, upper and lower abdomen, upper and lower back, pelvis, head, neck, and torso.) I will always endeavor to ask your verbal permission beforehand.  Additionally, please indicate your acceptance of this policy with your signature below.

**MEDICAL INTERVENTION**

If at anytime I notice a prolonged lack of vocal strength, hoarseness, laryngeal squeezing, or anything I consider to be “vocally unhealthy” I may suggest a visit to a laryngologist to discover any pathology interfering with a free and healthy voice. If I observe the problem has not resolved on its own, I reserve the right to suspend the student until an appointment, diagnosis, and health plan can be made for the student. My goal is for your child to enjoy their passion for music for a lifetime. Any injury or pathology that would interfere with that goal, must be addressed before your child can be put back on the schedule, (please see the handout on vocal health).

For my full website, visit <http://www.kelleynassief.com>

By signing below, I hereby agree to the terms of this contract.

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kelley Nassief, Vocal Teacher Student Signature

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature Today’s Date

PLEASE FILL OUT THE STUDENT INTAKE FORM BELOW AND RETURN TO THE NEXT LESSON

**STUDENT INFORMATION**

(All information is gathered for lesson purposes ONLY. This information will remain private and will be destroyed upon termination of lessons.)

Mailing Address

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Parent Cell Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Personal Information**

1. Age \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Voice Type \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Type of music you are interested in (check all that apply)

 Classical \_\_\_\_\_\_\_\_\_\_\_ Musical Theater\_\_\_\_\_\_\_\_\_\_\_\_ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Have you taken voice lessons before? \_\_\_\_\_\_\_\_\_\_\_\_\_ How long?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 With Whom have you studied?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Asthma\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Reflux\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Allergies, and if so, what type?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Medications (some medications adversely affect the voice)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. Sports \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Musical Instruments\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. Voice History (any issues, pathology, vocal fold surgeries)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

12. Are there any medical issues that you believe might affect your voice?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. Languages taken in school\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

14. Goals in Music

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

15. Are you planning to major in music or musical theater in college? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

16. Outside musical or theatrical activities\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

17. Please list repertoire you have performed or prepared in the past (NYSSMA, Classical, Musical Theater, Popular styles, etc…)