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Welcome to Utah Vocal Arts Academy! Please read this contract thoroughly and sign at the bottom, stating that you accept these terms. Contact us if you have any questions!

- 1) All students pay a one-time registration fee of \$20, which is included on the first invoice.
- 2) UVAA offers the choice of 30-minute or 60-minute voice lesson contracts.
- 3) All voice lessons are provided under contract, with specific payment obligations. The lesson will not be provided if payment has not been received before the payment deadline.
  - a) Although the lesson will not be given, the student will still be charged the full lesson rate for the reserved time slot.
- 4) The student will select one payment plan from the three options available.
- 5) The payment plan selected will be required for the duration of this contract.

## **Payment Plan Options**

### **Single Semester**

- 1) Student prepays for full semester of lessons.
  - a) Lowest cost per lesson
  - b) Guaranteed time slot each week
- 2) Single semesters are the beginning of September to mid-December (Fall Semester) or the beginning of January to mid-May (Spring Semester).
- 3) Students will have one lesson each week with 14 lessons in the Fall Semester or 16 lessons in the Spring Semester.
- 4) Lessons will be scheduled for the same day and time each week.
- 5) Student will receive an invoice at the beginning of the semester.
  - a) The invoice will list every scheduled lesson time for the student.
- 6) Semester payment deadline is 5pm September 10<sup>th</sup> for the Fall Semester or 5pm January 10<sup>th</sup> for the Winter Semester.
  - a) If payment for semester rates is not received before the deadline, this contract will automatically convert to the monthly payment plan and a \$15 late fee will be charged. A new monthly invoice will include the converted month-long list of scheduled lessons for the student.

### **Monthly**

- 1) Student prepays for a calendar month of weekly lessons.

- a) Lower cost than weekly payment plan
- b) Specific time slot each week of the month
- 2) Students will have one lesson each calendar week.
  - a) Monthly payment plans cover four or five lessons, depending on the month.
  - b) UVAA is closed November 28, 2019 through November 30, 2019 as well as December 23, 2019 through January 4, 2020. Lessons that fall on days that UVAA is closed will not be charged for and do not have to be rescheduled.
- 3) Student will receive an invoice before the 1<sup>st</sup> of each month.
  - a) The invoice will list every scheduled lesson time for the student.
  - b) Students on the monthly plan must sign up for autopay on My Music Staff. Automatic payments that do not process by the 3<sup>rd</sup> of each month will be considered late and the student will be charged a \$25 late fee.

### **Weekly**

- 1) Lessons are individually scheduled
  - a) This plan has the highest cost per lesson
  - b) Scheduling is constrained by teacher availability
  - c) This plan includes bi-weekly and other custom lesson schedules
- 2) Student will receive invoice when lessons are scheduled
  - a) The invoice will list every scheduled lesson time for the student.
- 3) Payment for each lesson is due at or before the scheduled lesson time.
  - a) Students who fail to appear for a scheduled lesson will still be charged for the lesson.
- 4) If payment is not received before the start of a lesson the student will not receive that lesson; however, they will still owe payment for the reserved lesson time.

### **Acceptable Payment Methods**

- 1) Students on the Single Semester plan may only pay for their lessons using one of the following methods:
  - a) Venmo: Students may pay @Isaac-Hurtado.
  - b) Cash or Check: Students may pay with cash or check in-person or mailed to the studio.  
\*Mailed payments must be postmarked by the deadline
- 2) Students on the Monthly plan may only pay for their lessons using My Music Staff Autopay.
  - a) Students sign up for autopay via My Music Staff Student Portal. Students must have one credit card submitted and selected on My Music Staff.
  - b) Monthly payments will be automatically charged on the 1<sup>st</sup> of each calendar month.
- 3) Students on the Weekly plan may only pay for their lessons using one of the following methods:
  - a) PayPal: Each invoice includes a link to pay online via PayPal. \*PayPal applies a service fee
  - b) Credit Card: Students may pay with credit card at the studio.
  - c) Venmo: Students may pay @Isaac-Hurtado.
  - d) Cash or Check: Students may pay with cash or check in-person or mailed to the studio.  
\*Mailed payments must be postmarked by the deadline

## **Cancellations**

### **Teachers**

- 1) Teachers have full discretion to cancel lessons.
  - a) Students will be given notice by text, phone, or email.
- 2) Lessons canceled by a teacher will be rescheduled during the same UVAA semester.
  - a) The teacher will contact the student to schedule the makeup.
  - b) The makeup may be taught by another UVAA faculty member if the student's teacher is unavailable to reschedule the lesson.
  - c) If the makeup cannot be scheduled before the end of the current semester, the student will receive a refund for that lesson.

### **Students**

- 1) Students who do not show up or cancel less than 48 hours before the scheduled lesson time will not receive a makeup or refund.
  - a) Students may cancel lesson via My Music Staff.
- 2) Lessons cancelled with at least 48 hours' notice may be rescheduled during the same UVAA semester if student and teacher schedules permit.
  - a) Students will not receive a refund for lessons cancelled with at least 48 hours' notice.
  - b) Students are responsible for scheduling their makeup via MyMusicStaff for lesson cancelled with at least 48 hours' notice.
  - c) The makeup may be taught by another UVAA faculty member if the student's teacher is unavailable to reschedule the lesson. Students interested in scheduling a makeup lesson with another teacher must contact UVAA directly.
- 3) Lessons cancelled less than 48 hours before the lesson time in cases of serious or contagious illness or a death in the family may receive a makeup, or the student may receive a refund for the lesson at the teacher's discretion.

## **Teacher Pricings**

Rates for UVAA faculty are determined by their level of education and experience. The table below includes every UVAA teacher's semester, monthly and weekly rates.

Teacher	Payment Plan		
	Single Semester (Fall/Spring)	Monthly (4 weeks/5 weeks)	Weekly
Dr. Isaac Hurtado	30 Minute Lessons: \$650/\$750 1 Hour Lessons: \$1,300/\$1,500	30 Minute Lessons: \$208/\$260 1 Hour Lessons: \$416/\$520	30 Minute Lessons: \$57 1 Hour Lessons: \$114
Lauryn Moscon	30 Minute Lessons: \$351/\$405 1 Hour Lessons: \$702/\$810	30 Minute Lessons: \$112/\$140 1 Hour Lessons: \$224/\$280	30 Minute Lessons: \$34 1 Hour Lessons: \$68
Mary Hoskins	30 Minute Lessons: \$313/\$358 1 Hour Lessons: \$626/\$716	30 Minute Lessons: \$100/\$125 1 Hour Lessons: \$200/\$225	30 Minute Lessons: \$31 1 Hour Lessons: \$62
Sydney Frodsham	30 Minute Lessons: \$313/\$358 1 Hour Lessons: \$626/\$716	30 Minute Lessons: \$100/\$125 1 Hour Lessons: \$200/\$225	30 Minute Lessons: \$31 1 Hour Lessons: \$62
Abigail Yingling Ketch	30 Minute Lessons: \$313/\$358 1 Hour Lessons: \$626/\$716	30 Minute Lessons: \$100/\$125 1 Hour Lessons: \$200/\$225	30 Minute Lessons: \$31 1 Hour Lessons: \$62
Holly Michelsen	30 Minute Lessons: \$260/\$300 1 Hour Lessons: \$520/\$600	30 Minute Lessons: \$84/\$105 1 Hour Lessons: \$168/\$210	30 Minute Lessons: \$26 1 Hour Lessons: \$52
Andrea Church Briscoe	30 Minute Lessons: \$260/\$300 1 Hour Lessons: \$520/\$600	30 Minute Lessons: \$84/\$105 1 Hour Lessons: \$168/\$210	30 Minute Lessons: \$26 1 Hour Lessons: \$52
Tiffany Parker	30 Minute Lessons: \$260/\$300 1 Hour Lessons: \$520/\$600	30 Minute Lessons: \$84/\$105 1 Hour Lessons: \$168/\$210	30 Minute Lessons: \$26 1 Hour Lessons: \$52

### Masterclasses and Recitals

- A. Masterclasses will generally be held once a month during the fall and spring semesters. Teachers will nominate students to sing in one Masterclass each semester. All students are invited to attend.
- B. Recitals are held biannually. Students audition to sing in these recitals. Recitals are open to the public.
- C. Information about Masterclasses and Recitals will be emailed and included in the monthly newsletter.

**I have read and accepted the terms as outlined in the UVAA pricings and policies contract. I understand that this contract is valid through January 1, 2021.**

Student Name Printed: \_\_\_\_\_

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

Parent Signature: \_\_\_\_\_  
(If Student is under the age of 18 years)

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