

Carroll•Music•Studio

Where talent is *just* the beginning.

About the Studio

The mission of the Carroll•Music•Studio is to enhance each student's musical knowledge and talent as well as his/her grace and poise. The goal is that with each lesson, the students become more confident in themselves and more comfortable performing and speaking in front of others.

About the Owner and Operator, Sarah Carroll

Sarah is a Vocal Performance graduate from Charleston Southern University, Horton School of Music. In addition to her education, she also has extensive experience with traveling performance teams, pageant production, vocal coaching and vocal ensembles.

She feels that music education not only improves upon the specific skill of singing or playing an instrument, but that it also results in self-confidence & self-discipline, encourages a goal-oriented work ethic and produces superior problem solving and communication skills.

Currently, Sarah is a member of the Greater Summerville Music Forum, Charleston Music Teachers Association, SC Music Teachers Association, and the Music Teachers National Association.

In addition, Sarah is an active participant in the music ministry program at Old Fort Baptist Church, Summerville, SC.

In an effort to support Music Education, Sarah serves as the PTA Reflections Chair at William Reeves Elementary School

Sarah has served as a member of the Greater Summerville/ Dorchester County Chamber of Commerce where she contributed to the annual **Taste of the Town** event as Director of Entertainment. In addition, she had the privilege of participating in the Miss SC Organization as Co-LED for the Miss Summerville/ Miss Summerville Teen pageant & Miss Charleston/ Miss Charleston Teen pageant. She has had the opportunity to coach former queens in an effort to prepare them for the Miss SC pageant.

Lesson Prices, Scheduling & the Registration Process

The Fall 2021 semester starts on August 16th and ends with a student recital on Monday, December 6th. *There are no lessons on the following days: 9/6, 11/23, 11/24, 11/25

Lessons are scheduled in either 30 minute or 1-hour blocks of time at the following costs.

For those utilizing the payment plan, payment for the upcoming month is expected by the 1st lesson of each month by Cash, Venmo, Check (made payable to Sarah Carroll), or via PayPal (under certain conditions) and/or Bill Pay.

The 'Paid in Full' amount reflects a discount for paying the full semester cost by the first week of lessons

Piano

30-minute lesson

Paid in full: \$475/semester

Payment Plan: \$565/semester 4 payments of \$141.25, paid monthly (Aug.- Dec.)

1 Hour

Paid in full: \$795/semester

Payment Plan: \$950/semester, 4 payments of \$237.50, paid monthly (Aug.- Dec.)

Voice

30-minute lesson

Paid in full: \$535/semester

Payment Plan: \$635/semester, 4 payments of \$158.75, paid monthly (Aug.- Dec.)

1 Hour

Paid in full: \$940/semester

Payment Plan: \$1,125/semester, 4 payments of \$281.25, paid monthly (Aug.- Dec.)

Voice & Piano (1 Hour)

Paid in full: \$940/semester

Payment Plan: \$1,125/semester, 4 payments of \$281.25, paid monthly (Aug.- Dec.)

To Register:

- 1.) Fill out the online [interest form](#) and include any questions or concerns that you may have
- 2.) Download the [Carroll Music Studio Fall 2020 Student and Parent Handbook](#), read and return the Signature Page with your \$40 registration fee (check: made payable to Sarah Carroll) to 100 Turtle Bay Ct, Summerville, SC 29483.
- 3.) Lesson Times (see Page 7 for the *Lesson Time Slot Form*) are first-come, first-serve and cannot be held until registration fee & signature page are received.

Goals & Expectations

As a parent or guardian, you want to see your student having FUN! At the same time, you are investing your time, energy & salary, so you also want to see PROGRESS. In order for 'Fun' and 'Progress' to live happily ever after, everyone must do their part.

In an effort to encourage a goal-oriented atmosphere, as well as, provide a quantitative way to measure progress, short-term and long-term goals are set for each student.

***Short-term Goals:** 1.) Attend weekly lesson. 2.) Follow-through with the practice goals that are outlined by Sarah Carroll when lessons begin. 3.) Complete all written work the week that it is assigned

***Long-term Goals:** 1.) Memorize 1-2 songs approx. every 2-3 weeks. 2) Memorize 1-2 scales and corresponding chords each semester 3.) Participate in the student recital at the end of the semester.

*Exact number depends on the student's age, level of study & major instrument (voice or piano)

Student Responsibilities:

Students are expected to follow the practice guidelines that Sarah outlines for him/her. Because every student is different, these guidelines will look different for each student.

Nevertheless, a good rule of thumb is that students should practice a little bit every day. The bulk of learning how to sing and/or play the piano is a combination of quick brain signals and muscle memory.

In piano, for ie, the brain sees a note on the page, determines what it is and then tells the fingers what piano key to play; the finger then presses that key so that it is played at the right time & with the right amount of pressure.

This is the basic process of playing the piano. The above scenario starts happening very slowly when a student begins, but eventually accelerates as the student learns the language of music and teaches his/her muscles how to perform. If the muscles are not going through the correct motions on a regular basis, that process never accelerates. As a result, the student does not progress as he/she should, becomes bored with the same songs, over and over again, and loses interest.

For vocal students, much of the process is the same. However, rather than just the fingers responding to brain signals, a singer's entire body must respond in order to produce the correct note, with an adequate amount of breath support to hold it for a sufficient amount of time.

In addition to following the practice guidelines, students must also commit to practicing correctly, based on what was taught to them in their lesson.

Practice doesn't make perfect. Perfect practice makes perfect.

Parent/Guardian Responsibility

As you can see, choosing to participate in private music lessons is a big responsibility. There are many elements that are a lot like school. Although, I try to assign appropriate amounts of homework (written and non-written) based on the student's age, grade level, years of experience, etc, there are still times when some good-ole' hand-holding is necessary.

- Guardians should encourage attendance to all lessons.

- Guardians should provide a location that allows for uninterrupted practice (but not so far away that you can't peak in, when necessary, to make sure that the student is staying on task)

- For Piano Students- Guardians should provide the best piano that they can, keeping it in tune and without broken parts. If a beginning student is using a keyboard, please talk to me first to find out what specifications to look for before making a purchase. Not all keyboards are learning keyboards.

For Vocal Students- Guardians should provide some sort of music player that can be heard without the use of earphones. I provide practice CDs and/or MP3's on a regular basis. A mirror (in the practice room) and a recording device are encouraged. These both help the student to be aware how they *really* sound and what they *actually* look like when they sing.

As guardians, you also hold the financial burden of paying for the lessons and any music that must be purchased. (Due to copyright laws, making copies is prohibited). If at any time, money becomes the primary reason why a student must discontinue his/her lessons, please let me know so that we can talk about your individual situation (see Page 6, *Discontinuing Lessons*).

Finally, I ask the parents/guardians to take advantage of the resources that I make available to them. I put a lot of time and energy into monthly e-mails, the Carroll Music Studio website (check out the new "Parent's Portal"), an online calendar, this handbook and other forms of communication.

My Commitment to my students

As instructor, and therefore another adult leader in each of my students' lives, I promise to be patient and encouraging as they learn. I also aim to uphold my values as a Christian musician which may result in my discouraging certain musical genres and/or literature because the lyrics or overall tone encourages behavior that I cannot support.

Policies

Missed Lessons & Make-up lessons:

- 24 hours' Notice is Required- If 24 hrs' notice is not realistic, then it is up to Sarah Carroll to determine if a make-up lesson can be arranged based on the details surrounding the situation and the current availability for make-up lesson time slots;
- Because 24 hours' notice is required, **No-Shows will not receive a make-up lesson** (a no-show is defined as a student not showing up for their lesson without a prior phone call, text or email *before* the missed lesson.) Because there are so many communication options available (text, call, email, FB message), there are **NO** exceptions to the no-show policy.
- Make-Up Lesson Day- Make-up lessons take place on Friday, the **same week** as the missed lesson. If a student is not able to come to a make-up lesson on the Friday of the same week as the missed lesson, he/she forfeits his make-up lesson.
- Students are allowed **1 make up lesson a month** assuming certain criteria is met.

Unacceptable reasons for a make-up lesson:

- * Doctor, dentist, orthodontist, or other types of appointments that are not the result of a health emergency
- * Weather – In some cases, I follow the Dorchester District II school decisions when inclement weather is expected (Hurricanes, Tornados, Snow, Ice, etc.). In many cases, if the schools are closed, so is Carroll Music Studio.

However, there will be times that Carroll Music Studio will be open despite the current weather conditions and/or despite the local decision of our school district administration. I respect anyone's choice to miss his/her lesson due to uncomfortable driving conditions, but in those cases, a make-up lesson will not be permitted.

Missed lessons are **not encouraged**, however, if they are absolutely necessary, they must meet the guidelines above to result in a make-up lesson.

Carroll Music Studio teaches approx. 25 students each semester. With this number of students, and only one instructor, these guidelines provide the structure that is necessary in order to maintain fairness and consistency with each and every student.

I also hope to discourage the use of make-up lessons. Your lessons should be treated like a weekly, standing commitment. If a student is not attending his/her lesson consistently, he/she is not likely to progress. If the student is not progressing, lessons become a time of frustration for both the student and the instructor, which can result in a loss of interest in the subject.

Tardiness:

Lesson time slots are scheduled one right after the other, so the lesson time that is lost due to tardiness cannot be made up by extending the lesson. **If a student misses more than 50% of his/her lesson due to tardiness, he/she forfeits his lesson.** (For ie, a student who has a 30-minute lesson cannot be more than 15 minutes late; a student who has an hour lesson, cannot be more than 30 min. late). A partial lesson is not enough time to accomplish what is necessary for a student to move forward.

Instructor requested make-up lessons: In all the years that I have taught privately, I have only needed to re-schedule lessons once. Because the cancellation was initiated by Carroll Music Studio, the students who were affected by that cancellation were free to make up that lesson whenever it was most convenient for them and their guardians. If necessary, the same protocol will be followed.

Discontinuing Lessons:

Cancellation Fee: Taking lessons at Carroll Music Studio is a semester long commitment (approx. 4 ½ months). If for any reason, a student is no longer able to keep his/her commitment to Carroll Music Studio, **30 days, written notice is required. The student is free to continue his/her lessons during that 30 days.**

Regardless of whether or not the student decides to continue lessons during the 30 day period, payment is required (this is what is referred to as the *Cancellation Fee*). This amount is usually the same as the monthly payment, depending on when written notice is provided. **If a student pays in full for the semester, a refund will be issued in the amount equal to any monies that surpass the remaining balance.** *For example, Student A no longer wants to take piano lessons. He sends an e-mail to Carroll Music Studio on October 1st. Student A will be billed for the month of October and is free to continue lessons for that month. However, he will not be billed for November, and his time slot becomes available on November 1st.*

Signature Page

Please sign and return with \$40 registration fee (check: made payable to Sarah Carroll)

I have read the Carroll Music Studio handbook. I understand, support and will abide by policies and guidelines that are set forth. I understand that by signing below, I am legally bound to the policies and procedures mentioned above. Regardless of whether or not I sign below, my participation in lessons (personally or as a guardian of one who participates) indicates my compliance to these policies and my legal obligation to abide by them.

<p>Please indicate which payment option you prefer so I can invoice you correctly:</p> <p><input type="checkbox"/> I plan to pay in full based on the information listed above</p> <p><input type="checkbox"/> I plan to take advantage of the payment plan based on the monthly amounts listed above</p> <p>I consent to my student's picture (still or video) being on social media: YES NO</p>
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Parent Signature _____

Date _____

Additional Guardian
(If appropriate) _____

Date _____

Student Signature _____

Date _____

Fall 2021 Schedule

Lessons will begin on August 16th and will take place at 100 Turtle Bay Ct, Summerville, 29483

Please indicate your top 3 lesson time preferences. Each space represents 30 minutes. If you are interested in taking a 1-hour lesson, please choose 2 consecutive spots per preference. *Earlier time slots are available upon request*

Mondays

3:00 _____

3:30 _____

4:00 _____

4:30 _____

5:00 _____

5:30 _____

Tuesdays

3:00 _____

3:30 _____

4:00 _____

4:30 _____

5:00 _____

5:30 _____

Wednesdays

3:00 _____

3:30 _____

4:00 _____

4:30 _____

5:00 _____

5:30 _____

Thursdays

3:00 _____

3:30 _____

4:00 _____

4:30 _____

5:00 _____

5:30 _____