



AMDA College and Conservatory
of the Performing Arts

The American Musical
and Dramatic Academy

LOS ANGELES CAMPUS

NEW YORK CITY CAMPUS

REQUEST FOR INDIVIDUAL VOICE CLASS

Applicable only to the following programs:

Studio Certificate • Dance Theatre Certificate • BFA Acting • BFA Dance Theatre • BFA Performing Arts

DEADLINE FOR SUBMISSION:

- Continuing Students: **Friday, 12:00pm of WEEK 15 of the current semester**
- New Students: **Orientation Check-In Day, 5:00pm**

STUDENTS INTERESTED IN INDIVIDUAL VOICE LESSONS NEED TO DO THE FOLLOWING:

Step 1: Complete the Student Section of the Request Form

Step 2: Submit the Form and Pay the Fee of \$750.00 directly with the Student Accounts Dept

[LA Campus 4th floor, NY Campus Student Accounts Dept]

SELECT METHOD OF PAYMENT: Check Financial Aid Credit Cash

Credit Card # _____ Exp.Date _____

Note: The fee must be **paid at the same time as when the form is submitted** in order for the request to be finalized. Forms submitted by the deadline, without the fee, are unable to be processed.

Once the form and fee have been processed, the Individual Voice Department will assign the student to a Voice teacher at which time the Education Dept/Registrar's Office will register the class.

The Individual Voice Fee Paid class [course # 1000] is a Pass/Fail.

INFORMATION/PROCESS

An email invitation will be sent to the student at which point students are **required to sign-up** through **signupgenius.com** to select their lesson time/day **prior to the first Week of the semester**. Class is held from Week 1 through Week 14.

TO BE COMPLETED BY THE STUDENT

STUDENT'S LAST NAME _____

FIRST NAME _____

PROGRAM _____

CURRENT SEMESTER _____

STUDENT'S CELL PHONE NUMBER _____

STUDENT'S AMDA EMAIL ADDRESS _____

SELECT the discipline of voice student is interested in studying:

Classical Musical Theatre Pop/Rock/Country R&B

PREVIOUS INSTRUCTOR'S NAME: (IF APPLICABLE): _____

STUDENT'S SIGNATURE _____

DATE _____

Students need to wait for their email invitation. If an invitation email has not been received at least **THREE DAYS** prior to the start of the semester, students are to contact the MT/Voice Office directly by emailing: Davanna Howell-McFarlane, MT Dept staff, dhowellmcfarlane@amda.edu

Original: Academic Student File