



REQUEST FOR "FEE PAID" INDIVIDUAL VOICE LESSON

Applicable only to the following programs:

AOS Acting • AOS Acting for Camera • AOS Dance Theatre • BFA Acting • BFA Dance Theatre •
Performing Arts Programs for Acting & Dance Theatre

DEADLINE FOR SUBMISSION:

- Continuing Students Deadline: **Friday, 5:00pm of WEEK 15** of the current semester
Forms submitted after the deadline are unable to be processed
- New Students: **Orientation Check-In Day, 5:00pm**

STUDENTS INTERESTED IN INDIVIDUAL VOICE LESSONS NEED TO FOLLOW THE BELOW STEPS:

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
email: lastudentaccounts@amda.edu

SELECT METHOD OF PAYMENT: ☐ Check ☐ Financial Aid Credit ☐ Cash

☐ Credit Card # _____ Exp.Date _____ CVV _____

Billing Address _____

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.

- Process: Once the form and fee have been processed, the Music Theatre/Individual Voice Department assigns a Voice instructor, at which time the Registrar's Office will register the class on the student's schedule.
- The Individual Voice "Fee Paid" lesson, is a non-tuition-based, [course # 1000] and graded as Pass/Fail.
- The course is a not-for-credit based and attendance is not recorded as per standard policy.
- Class is held from Week 1 through Week 14
 - » An email invitation will be sent to the student by the Music Theatre Dept. staff, for students to access signupgenius.com in order to select their lesson time/day. This must be completed prior to the first week of the semester.

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 Signature _____

Date _____

Students need to wait for their [Sign Up Genius](http://SignupGenius.com) email invitation. If an invitation email has not been received at least THREE DAYS prior to the start of the semester, students are to directly contact Rachel Brown, MT/Voice Dept. Staff (LA Campus), at rbrown@amda.edu.