



tenor | voice teacher | vocologist

Laine Voice Studio 2023 – 2024 Studio Policies

Eric Laine (he/him), tenor, is a voice teacher, vocologist, and professional singer based in Houston and Fort Worth, Texas. Prof. Laine is currently on the voice faculties of Texas Christian University and Lone Star College-University Park. With over ten years of experience, he has taught public school choral music as well as private lessons in voice, classical saxophone, and piano. Prof. Laine strives to help his students reach their personal singing goals while learning to sing in a healthy way.

While studying with Prof. Laine, students will learn

- Correct posture and alignment for singing
- Elements of healthy vocal production while speaking and singing
- Clear diction and interpretation of text in English and foreign languages
- The International Phonetic Alphabet to aid in pronunciation
- Techniques for practicing and learning music, including sight-reading
- Physical presentation and performance etiquette

Please carefully read Prof. Laine's policies, as follows:

- Cost:** Private voice lessons take place either face-to-face or virtually via Zoom once per week and cost \$37.50 for each 25-minute session/\$75 for each 50-minute session. An invoice for four or five lessons will be emailed on the first day of each month, and payment is due on the 15th of the month. Payments can be made via Prof. Laine's student portal on www.mymusicstaff.com.
- Late Payments:** In the event that payment is not received by the 15th, My Music Staff will generate a new invoice with a \$15 late fee. **If outstanding charges are still not reconciled by the final day of the month, the student will be removed from Prof. Laine's studio roster.**
- Cancellation Policy:** Lessons canceled within 24 hours of the scheduled time require full payment and will not be rescheduled. However, if a student cancels a lesson more than 24 hours in advance, the lesson may be rescheduled at a mutually agreed upon time by Prof. Laine and the student. If Prof. Laine cancels a lesson due to illness or conflict, he will offer times for the lesson to be rescheduled at no penalty to the student. Unclaimed makeup credits will expire at the end of each semester.
- Practicing:** Students will be expected to practice on their own time and are encouraged to track their progress using a journal or a practice log. Students should plan to practice at least five times per week for 15–30 minutes at a time.
- Materials:** Students must be equipped with copies of their music (physical or electronic), water, recording device (e.g. smartphone), and a pencil during every lesson. Additionally, students are responsible for purchasing sheet music. Whenever a piece from the public domain is assigned, it will be available for free on www.IMSLP.org. If a student is missing materials or unprepared on weekly assignments, **Prof. Laine reserves the right to end the lesson early, without refund.**

Please keep this page for your records, and email a PDF of the completed intake form and executed signature page to me before the first lesson. I look forward to getting started!

Best regards,
Eric Laine

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Last Updated: 10/5/23



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Laine Voice Studio
2023 – 2024 Intake Form

BASIC INFORMATION

Student

Name

Email Address

Phone Number

Pronouns

Date of Birth (Year Optional)

Occupation

Emergency Contact

Name

Email Address

Phone Number

MUSICAL BACKGROUND

Briefly describe your experience with singing. _____

Briefly describe your music reading ability. _____

Have you taken voice lessons before? If yes, for how long? _____

What are your current vocal goals? (i.e. upcoming audition, just want to sing better, etc.) _____

Which genre(s) of music do you want to focus on? _____

Do you play any instruments? If yes, which one(s)? _____

What is your native language? If multilingual, what languages do you speak? _____

The following page comprises a basic vocal health and medical questionnaire. Since I will not be rendering medical services, you may skip it if you prefer. However, the vocal instrument is a dynamic part of your body, and this information can help me to monitor the safe use of your singing voice as well as your physical safety (i.e. allergies, epilepsy, etc.) during lessons.

Anything you volunteer will be kept strictly confidential.

EVALUATION OF THE ABILITY TO SING EASILY (ADAP. FROM PHYLAND ET AL.)

<u>Items</u>	<u>Not at All</u>	<u>Mildly</u>	<u>Moderately</u>	<u>Extremely</u>
My voice is husky.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is dry and scratchy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My throat muscles are feeling overworked.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice feels good.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My top notes are breathy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The onsets of my notes are delayed or breathy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice sounds rich and resonant.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is ready for performance if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is tired.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is worse than usual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice cracks and breaks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is breathy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty with my breath for long phrases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My voice is cutting out on some notes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty changing registers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty with my high notes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty projecting my voice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty singing softly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Singing is hard work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am having difficulty sustaining long notes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MEDICAL QUESTIONNAIRE

Do you have a history of any physical or mental illnesses? If yes, please list any you feel comfortable sharing.

Do you have any allergies? If yes, please list any you feel comfortable sharing. _____

Are you currently taking any medications? If yes, please list any you feel comfortable sharing. _____

Do you exercise? If yes, what type and how many days per week? _____

How much water do you drink daily? _____

Do you drink alcohol? If yes, how often? _____

Do you smoke? If yes, how often? _____

Is there anything else you think I should know? _____



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Laine Voice Studio
2023 - 2024 Student Agreement

To acknowledge that you have read and agree to the Laine Voice Studio policies for the 2023 - 2024 academic year, please sign below:

Student Printed Name

Student Signature

Date