



Virtual Clarinet Academy

Rucha Trivedi and Kristen Thompson, Program Directors

<http://www.virtualclarinetacademy.com>

levelup@virtualclarinetacademy.com

Student Agreement

We are looking forward to working with you at the **Virtual Clarinet Academy (VCA)**! In order to ensure this is a fun and educational experience for all, please carefully read through the following guidelines and expectations. Failure to adhere to these guidelines may result in termination of program enrollment. Refunds will not be issued.

Please familiarize yourself with the specifics of your program below, as well as the expectations we hold for all participants, our instructors, and additional family members of students.

VCA Group Classes

- Each VCA Group Class must have a minimum enrollment of 5 students by September 7, 2020 in order to take place. If you register for a Group Class that does not meet this threshold you will be notified and issued a refund for the full tuition amount as soon as possible. This is the only instance in which a refund will be issued for a Group Class.
- Each class will be recorded on Zoom and uploaded as an Unlisted YouTube video on the Virtual Clarinet Academy Youtube channel.
 - VCA will email all class participants the link to this video post-class.
 - This video will only ever be accessible to students enrolled in my specific section of Group Classes.
 - VCA will never share this link with a student not enrolled in the class section.
- There are no live makeup classes for a missed class. All classes will be archived on YouTube for student reference.

- Each student receives one private lesson as part of their enrollment. Private lessons must be scheduled at least 48 hours in advance by emailing Program Directors at levelup@virtualclarinetacademy.com
 - Lessons must be redeemed between September 15th and November 1st.

VCA Technique Sessions

- VCA Technique Sessions run for 15 or 30 days. Extensions will not be offered due to student vacation, illness, etc.
- The VCA Technique Session Handbook is in your Google Drive folder, which will be sent to you on the start date of your session. *Please reach out to a VCA Instructor if you do not have this document in your folder.*
- We will collect some information from you in order to better understand our student demographic. We will not share this information for any reason without your permission.
- If you are running into any issues with uploading your video, sending your level to us, or any other technical issues, please contact us via email at levelup@virtualclarinetacademy.com.
- It is the student's responsibility to contact a VCA Instructor with any questions regarding the assignment, feedback, or technical issues the student may be having.

Private Lessons

- Private lessons must be scheduled at least 48 hours in advance by emailing Program Directors at levelup@virtualclarinetacademy.com
- If a lesson needs to be rescheduled, student must contact VCA at least 48 hours in advance. Cancelling a lesson with less than 48 hour notice results in forfeiting your lesson credit.
- Please see Private Lesson Agreement for detailed information on private lessons.

Student Expectations

Email:

- Student will communicate with VCA instructors via levelup@virtualclarinetacademy.com.
- Students are expected to use respectful and appropriate language in their communication with VCA instructors.
- Students may email questions about their assigned material or videos of their playing.

Video:

- Students may send us video recordings of their playing.
- Videos may be links to an unlisted YouTube video or a recording from a phone/tablet.
- Students are expected to be appropriately clothed in every video recording.
- Students are expected to use respectful and appropriate language in their video submissions.

Social Media:

- Students are welcome and encouraged to follow and interact with Virtual Clarinet Academy via our various social accounts (i.e. Instagram, YouTube, etc.).

- Students may post videos of their playing to their personal social media accounts with the hashtag #virtualclarinetacademy to interact with the VCA community.
- Students understand that posting an inappropriate post or comment associated with the VCA accounts or hashtags may result in termination of program enrollment without refund.

Instructor Expectations

Email:

- VCA instructors will communicate with students via levelup@virtualclarinetacademy.com.
- Instructors will communicate using respectful and appropriate language at all times.
- Instructors will respond to student email questions and review the entirety of every video/audio recording with personalized messages that will help students improve.

Video:

- Instructors will provide video recordings of each exercise via an unlisted YouTube link.
- Instructors will use respectful and appropriate language in their video feedback and exercise demonstrations.
- Instructors agree to be professionally dressed in all participant videos.

Social Media:

- Instructors will be active on VCA social accounts (Instagram, YouTube, etc.)
- Instructors will closely monitor the hashtag #virtualclarinetacademy and report any content that violates community guidelines.
- Via the VCA account, instructors will interact with and/or follow students who tag us or use our hashtags with likes and/or encouraging comments.

Parent/Guardian Involvement

- Parents/Guardians to students under 18 consent via our enrollment form for their child to participate in all VCA program communications/videos.
- Parents/Guardians are welcome to interact with VCA Instructors via email at levelup@virtualclarinetacademy.com or by following our social accounts.
- Families can support student progress by encouraging daily practice habits.