

Kevin Wiczer, Acting Coach  
847-334-2038

ActingNCharge@aol.com

ACTING COACH CONTRACT  
2020-2021

1. Responsibilities of the Student

- a. The Student will arrive on time to all scheduled coachings. Coachings will end at their scheduled time, regardless of the time of the Student's arrival.
- b. The Student is expected to adopt a routine practice schedule. Practice is *absolutely essential* to theatrical growth. Without dedication to practicing regularly, students cannot and will not progress.
- c. The Student will quickly memorize their repertoire and complete other research assigned.
- d. Live performance is essential to an actor's growth.
  - i. The Student shall commit to auditioning for at least one production a year at their school to get further experience.
  - iii. The Student is strongly encouraged to see live performance opportunities.
- e. The Student may be dismissed from the studio if they repeatedly come to lessons ill-prepared or miss lessons without proper notification.

2. Responsibilities of the Instructor

- a. The Instructor will instruct the Student in monologue and cold reading techniques, warm up techniques to improve their overall diction and projection, instruct in the ways of finding appropriate monologues, in creating multi-dimensional characters, and audition etiquette that will leave a lasting impression.
  - i. The Student will be asked to prepare monologues from classical to modern pieces. Every professional actor should have a collection of monologues that is suitable for any audition.
- b. The Instructor shall begin and end lessons at their scheduled time.

3. Payment and Cancellation Policy

- a. Tuition is paid at each coaching session.
  - i. Lessons are 60 minutes. Each 60 minute lesson is \$65.
  - ii. Payments may be made in cash or check payable to: Kevin Wiczer.
- b. The Student shall notify the Instructor at least 24 hours in advance to cancel a lesson by calling 847-334-2038 or the Student will be charged \$65 for a 60 minute missed lesson.
- c. If the Instructor has to cancel a pre-paid lesson for any reason, a tuition credit will be applied toward a future lesson. Refunds are not available.

4. What to Expect From Your Lesson

- a. 60 minute coaching
  - i. 5 minutes: discuss progress & identify problems arising from previous week of practice
  - ii. 10 minutes: warm-ups and exercises
  - iii. 40 minutes: repertoire (may be replaced with further exercises when necessary)
  - iv. 5 minutes: identify goals and objectives for upcoming week.

5. What to Bring to Your Lesson

- a. Bottled water
- b. Pencil with eraser
- c. Binder designated for your coaching sessions to keep all materials together
- d. Recording device (mp3 recorder, digital recorder, even smart phones with audio recorders, etc.)

6. What to Do Between Lessons

- a. Practice; divide your time equally between warm-ups and working on your repertoire.
  - i. 30 minutes, 3 times per week (beginning students)
  - ii. 45 minutes, 3 times per week (intermediate students)
  - iii. 60 minutes, 3 times per week (advanced students)
  - iv. These are *minimum* practice guidelines; the Student should speak with the Instructor about adding additional days or time to this routine.
  
- c. Acquire any necessary music or materials for the upcoming lesson.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name Printed: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Guardian Name Printed: \_\_\_\_\_

Coach Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Coach Name Printed: \_\_\_\_\_

Keep a copy of this contract for your files.