



School of Music

Community Music Lessons

Student & Parent Handbook

Updated October 2025

Thank you for your interest in our Community Music Lesson program at the University of Iowa School of Music. We are happy to help you start or continue your journey with your beloved instrument.

Contact Information

Website: music.uiowa.edu/public-programs/university-iowa-community-music-lessons

Lesson Coordinator: Chelsea Majkut, chelsea-majkut@uiowa.edu, 319-467-1422

Please refer to the [Academic Calendar](#) for the time period of each term. Flex lessons must be completed during the term in which registration was received.

Lesson Term	Lesson Count
Semester Long	14
Half-semester Long	7
Summer Long	10
Flex Lessons	4

We currently offer instruction on the following instruments:

- Bassoon – Any age/skill level
- Double Bass – Any age/skill level
- Flute – Starting at age 8 years
- Guitar – Any age/skill level
- Piano – Starting at age 5 years
- Saxophone – Any age/skill level
- Trumpet – Any age/skill level
- Tuba – Any age/skill level

- Viola - Any age/skill level
- Violin – Any age/skill level
- Voice – Any age/skill level

If we are unable to accommodate your instrument [West Music](#) may be able to help you.

Scheduling

Lessons are offered weekly during the fall and spring semesters. Summer lessons are limited to instructor availability. Lesson days/times are arranged by the student and the instructor once assigned. The lesson program follows the University's academic calendar. No lessons will be held during the University's winter break. Instructors are not required to teach lessons during other academic breaks but may do so at their own discretion. Please refer to the [Academic Calendar](#) for dates of university breaks.

Students are assigned instructors by the Lesson Coordinator after the registration form has been submitted. Assignments are made based on the student's age, playing level, goals, and instructor's availability and experience. Typically, assignments are made within a week of registration but can take longer if an instructor for the instrument requested is not currently available.

Community Music Lesson instructors are expected to maintain active communication and contact with students and parents. All instructors are required to use their uiowa.edu mail address for all electronic communication with students and families.

Tuition/ Payment

All payments should be made to the University of Iowa by credit card through the online portal at the time of registration or by check in person at the Administrative Office Suite, 1400 Voxman Music Building. **Do not make payments directly to your instructor.**

Lesson rates range from \$48-90/hour depending on the instructor selected; lesson rates are prorated for 30-, 45-, and 60-minute lessons. Payment is due by the first lesson. If payment is not received by the first lesson, the instructor has the right to cancel lessons until payment is received.

Students must start and complete lessons within the term they have signed up (spring/summer/fall).

Instruments

Students are required to provide their own instruments for lessons except for pianos, organs, and some percussion instruments. You may be able to rent musical instruments through [West Music](#) in Coralville.

Music Scores

Students may be required by their instructor to purchase music scores and method books.

Facilities

All Community Music Lessons are held in Voxman Music Building on the University of Iowa's campus at 93 East Burlington St., Iowa City, Iowa 52242.

At the time of your first lesson, your instructor will meet you in the lobby of Voxman Music Building to show you the location of your lesson.

Lobbies and hallways at Voxman serve as waiting areas for students and parents. Parents are encouraged to attend lessons or remain in close proximity to the studio where the lesson is taking place. Please be courteous by walking and speaking quietly while in the building. Parents who opt not to attend the lessons are required to sign the waiver form located on the last page of this handbook.

Practice Rooms

General practice rooms are available to community music students on a space-available basis. Specialty practice rooms – organ, grand piano, drum set, etc. are only available for registered University of Iowa Students.

Parking

Parking is available in all University of Iowa parking lots/ramps. Metered parking is available on a few nearby streets.

[University of Iowa Parking Map](#)

[City of Iowa City Parking Map](#)

Health & Safety

Voxman Music Building welcomes masks but does not require them. In the event of illness, the instructor or student may cancel and request a makeup lesson.

Lessons are taught by University of Iowa faculty members and approved graduate and undergraduate music students. All instructors are supervised by the University of Iowa School of Music and have undergone a criminal background check and Minors on Campus training.

Makeup Lessons

Students who need to reschedule due to illness or emergency should contact their instructor as soon as the need for rescheduling becomes evident. If your instructor cancels due to illness or emergency, it is the instructor's responsibility to contact the student and schedule a makeup lesson promptly.

In the event of non-illness or emergency absence, notify your instructor at least 24 hours in advance or with as much notice as possible. One non-illness/emergency makeup lesson is granted each term, provided that the student has given the instructor at least 24-hours advanced notice. Instructors are expected to provide the same courtesy.

In the case of extreme weather, the university may cancel evening activities. In these cases, instructors must notify their students of the cancellation and provide makeup lessons.

All lessons must be used during the term they are purchased (spring, summer, or fall). Lessons may not be carried over to the next registration period. Tuition refunds are possible on a rare case-by-case basis. If lessons have been suspended due to delinquent payment, makeup lessons will not be scheduled.

PLEASE NOTE THAT TEACHING PRIVATELY WITHIN THE FACILITIES OF THE SCHOOL OF MUSIC OUTSIDE THE COMMUNITY MUSIC LESSON PROGRAM VIOLATES UNIVERSITY POLICY. All Community Music Lessons must be registered and paid for through the online portal or in person at Voxman Music Building. This is the only way to ensure that you are taking lessons with a qualified instructor who has been approved by the University of Iowa School of Music. If you have questions about any of the program's policies or procedures, please contact the Lesson Coordinator.

**UI Community Music Lessons
Parent Waiver Form**

This form is only required for parents who are not going to remain in the studio or just outside the studio door during the minor student's lesson.

As the parent/guardian of _____ ("Student"), a minor receiving individualized music instructions at the University of Iowa School of Music, I understand that my child may be in a room alone with an adult instructor.

The university has conducted background checks for all of the Community Music Lessons instructors and diligently sought to minimize the instances of unsupervised contact in accordance with its policies. However, the nature of individualized lessons is such that one-to-one sessions may be unavoidable. In addition, neither the instructor nor others at the University of Iowa supervise the Student while the Student is waiting for the lesson to begin, after the lesson is over, or during the lesson time if the Student leaves for a short break.

By signing below, I hereby acknowledge my awareness and understanding that my child may be alone with an adult instructor and give my consent. I also acknowledge my awareness and understanding that I am leaving the Student unsupervised before and after the lesson, and during any break the Student might take during the lesson.

Parent/guardian printed name

Parent/guardian signature

Date

Name of instructor

Please return the completed form to your child's instructor.