Accompanying Service Policy
School of Music, Theater & Dance
University of Michigan

Please study carefully the entire accompanying service policy in order to make a complete request.

A. All Instrumental students can request to work with a school accompanist. The process must be completed through the online request format. Please make sure to fill out all the required information.

B. SMTD will be able to provide accompanying service to the following projects: (in their priority order)
   1. Degree recital
   2. Jury
   3. Concerto Competition
   4. Studio recital
   5. U of M master classes
   6. Studio class performance

C. SMTD will be unable to provide accompanying services to the following projects:
   1. Non-degree recital
   2. Any competition that is not related to UM curriculum
   3. Any audition that is not related to UM curriculum
   4. Personal recording project

If you are in need of an accompanist for projects listed in item C, please contact Ms. Lydia Qiu at lydiaq@umich.edu for a copy of the Freelance Accompanist List, so you can contact the pianists on your own.

D. Request deadlines:

   1. **Degree recital request must be turned in within the first three weeks of each term.** When a degree recital is scheduled within the first month of a term, the instrumental student is responsible for contacting Ms. Lydia Qiu during the prior term to arrange to work with a school accompanist.

   2. **All other requests must be turned in at least 3 weeks prior to the performance date.** This guarantees sufficient time for Lydia Qiu to process the request, as well as for the accompanist to prepare the music.
3. **Request for jury accompanist** must be turned in at least 3 weeks prior to the last day of school each term. Student who fails to meet these deadlines will be responsible for hiring his/her own accompanist!

E. Once a request is matched with an available accompanist, student will receive email about the assigned pianist. At that point, it is the **student’s responsibility to contact, and provide music to the accompanist within 5 working days.** An assignment becomes void if the instrumental student fails to initiate the contact during that time period.

F. **Accompanying assignments are not intended to last for the entire term.** All requests need to specify a **performance date,** which will be considered as the ending date of the assignment. A new assignment will be assigned to the accompanist on this day. The purpose for this policy is to provide service to as many students as possible.

G. If you have any question about this policy, please contact Ms. Lydia Qiu at lydiaq@umich.edu.

H. Winds & Percussion students, please read the additional [Department of Winds & Percussion Accompanying Service Policy](mailto:lydiaq@umich.edu) (PDF, 45kb, updated 8/28/2014).