STRING PREPARATORY ACADEMY 17-18 HANDBOOK

SCHOOL OF MUSIC, THEATRE & DANCE
YOUTH & ADULT PROGRAMS
UNIVERSITY OF MICHIGAN
Welcome to the University of Michigan String Preparatory Academy! Our Academy has only been in existence for four years, but our students have already performed as soloists with important orchestras, won major national and international competitions, appeared in concert in major venues and been accepted in major festivals such as the Aspen Music Festival and music schools such as the Colburn School in Los Angeles and the Curtis Institute in Philadelphia.

We believe that our faculty and curriculum are demanding but kind and effective. We hope you will enjoy working with our excellent teachers and guest artists in 2017-18.

Go Blue!

Stephen Shipps
Professor of Violin
Faculty Director, String Preparatory Academy
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PROGRAM OVERVIEW

The Youth and Adult Community Programs office administers the String Preparatory Academy (SPA) for the University of Michigan’s School of Music, Theatre & Dance. Our goal is to support students and faculty in their artistic pursuits through coordination and management program and business operations. This handbook outlines the SPA program policies for students and parents. All students and parents are required to adhere to all policies in order to participate in the String Preparatory Academy.

SMTD Youth and Adult Community Programs Staff
Sarah J. Rau, Community Outreach Director
Emily Lamoreaux, Program Coordinator
Robin Myrick, Program Coordinator
Dan Kitzman, Administrative Assistant

Youth & Adult Community Programs Office
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smtd-youthandadult@umich.edu
music.umich.edu/stringacademy
STRING PREPARATORY ACADEMY PRIVATE LESSON INSTRUCTORS

VIOLIN
Stephen Shipps, Professor of Violin, University of Michigan
Danielle Belen, Associate Professor of Violin, University of Michigan
Mallory Tabb, SPA Jr. Division Coordinator
Sumni Chang
Janet Lyu
Adam Millstein
Kristina Zlatareva

ROOTS MUSIC IMPROVISATION (FIDDLE, GUITAR, MANDOLIN)
Brad Phillips

VIOLA
Caroline Coade, Clinical Assistant Professor of Viola, University of Michigan
Gwendolyn Matias-Ryan

CELLO
Caroline Kim
Pia Eva Greiner-Davis

PIANISTS
Mi-Eun Kim, Lead Pianist
Cole Anderson
Siyuan Li
Yeon-Kyoung Ko
2017 – 2018 STRING PREPARATORY ACADEMY CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 15</td>
<td>Priority online application deadline</td>
</tr>
<tr>
<td>August 26</td>
<td>Notification email date</td>
</tr>
<tr>
<td>September 4</td>
<td>Fall Semester begins</td>
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<tr>
<td>September 17</td>
<td>Complete Musician Workshop with Danielle Belen 2:00PM</td>
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<tr>
<td>October 14</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>November 11</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>November 11</td>
<td>Student Recital 5:00PM**</td>
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<tr>
<td>December 9</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>December 16</td>
<td>Student Recital 5:30PM</td>
</tr>
<tr>
<td>December 17</td>
<td>Last day of scheduled classes for the Fall Semester</td>
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<tr>
<td>December 18 – 23</td>
<td>Make-Up Days for the Fall Semester</td>
</tr>
<tr>
<td>December 24, 2017 – January 7, 2018</td>
<td>Winter Break (Office closed, no classes)</td>
</tr>
<tr>
<td>January 8</td>
<td>Winter Semester classes begin</td>
</tr>
<tr>
<td>January 11</td>
<td>Faculty Recital 7:00PM</td>
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<tr>
<td>January 13</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>February 17</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>February 17</td>
<td>Danielle Belen Masterclass 1:00PM</td>
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<tr>
<td>February 17</td>
<td>Student Recital 5:30PM</td>
</tr>
<tr>
<td>March 10</td>
<td>Violin/Viola/Cello &amp; Roots Group Class 1:00PM*</td>
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<tr>
<td>March 10</td>
<td>Student Recital 5:00PM</td>
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<tr>
<td>February 26-March 4</td>
<td>Spring Break for University (no classes)</td>
</tr>
<tr>
<td>April 7</td>
<td>Student Recital 4:00PM</td>
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<tr>
<td>April 27</td>
<td>Tuition Due In Full</td>
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<tr>
<td>April 29</td>
<td>Last day of scheduled classes for the Winter Semester</td>
</tr>
<tr>
<td>April 30 – May 4</td>
<td>Make-Up Week for the Winter Semester</td>
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</tbody>
</table>

*Group classes are mandatory for all those in 6th grade and under. Roots studio members are all to attend group class regardless of age.

**Masterclasses are mandatory for all those in 7th grade and higher. Those in 6th grade and under are strongly encouraged to attend.

All other events are required for all to attend.
ATTENDANCE & EXPECTATIONS

LESSON ATTENDANCE
Attendance at all lessons is required. Students should notify their teacher(s) of absences by contacting them directly at least 24 hours in advance. Lessons are open - which means faculty/students may observe with teacher approval.

Parents are welcome, and sometimes encouraged, to attend. Students are expected to arrive to lessons on time. Instructors are required to wait 15 minutes for a tardy student – after this they may leave. If a student is less than fifteen minutes late, the remaining time will be given, but the lesson will not be extended.

Parents are welcome to sit in and watch lessons, but attendance is not required unless requested by an instructor or staff member. Parents should decide whether or not to attend lessons based on how your presence will affect your child. Many students will progress much more quickly when parents do not attend lessons. This is part of the student’s maturation process and is to be encouraged.

Should you choose to observe your child’s lesson, here are some things to consider:

- Watch only. We ask that you not break the focus by asking questions or by prompting your child. Remember that your child will learn best if she/he is the sole focus of the lesson. You may want to write down any questions and save them until the end of the lesson.
- Resist the urge to give your child an answer or attempt to help them during the lesson. Interjections may disrupt your child’s thought process and be more distracting than helpful. The instructor will prompt answers as needed from the student.
- Trust your instructor. All instructors are willing to explain their methods and practices. If you have questions, please ask the instructor without your child present.
- Your goal in watching should be to pick up on ways to help your child at home. You will not be able to learn all the skills your child is learning. The instructor’s focus is to teach your child, and by observing you may be able to help your child remember what the instructor said.
LESSON MATERIALS
Parents are asked to follow-through with the purchasing of supplies that may be required such as music, resin, notebooks, pencils, etc., as recommended by instructors.

MAKE-UP LESSONS
SPA Instructors are not required to make up lessons due to student absence and/or tardiness - even if they are notified in advance. Habitual absences and/or tardiness may result in the student being placed on probation, and may limit a student’s participation in an upcoming recital or masterclass. If an instructor misses a lesson it will often be made up during the scheduled make-up week at the conclusion of each semester. Instructors may also arrange a mutually agreeable time outside the scheduled make-up lesson week. All make-up lessons are scheduled, or not, at the discretion of the instructor. All tuition is non-refundable.

PRACTICE EXPECTATIONS
Students in the U-M String Preparatory Academy are expected to practice regularly, arrive to lessons on time, and be prepared. Please speak with your instructor regarding an appropriate amount of practice time each week and proper practice techniques.

Note: Students demonstrating inadequate preparation, lack of motivation, poor attendance, or lack of practice may be placed on probation. If a student on probation fails to show significant improvement the student may be removed from the program.

WITHDRAWAL
Students wishing to withdraw must submit a written request to the Youth & Adult Community Program Coordinator. The date of withdrawal will be the date on which the Program Coordinator is notified in writing. Verbal notice or requests from students or parents will not be accepted. Tuition for lessons already given are non-refundable.

DISMISSAL
The U-M String Preparatory Academy reserves the right to dismiss any student without being placed on probation due to lack of interest or progress, frequent absences, frequent tardiness, behavioral problems, delinquency in payment of fees, and/or failure to abide by SPA policies.
TUITION

SPA offers several payment options to pay for tuition and fees. Tuition must be paid in advance of lessons and is due in full by April 27, 2018. Payment may be made in a lump sum, or in monthly installments. Credit card (VISA, MasterCard), check and money orders are acceptable forms of payment. Cash payments are not accepted. Please make checks payable to the University of Michigan. Tuition for lessons is based on instructor type and lesson length. All tuition is non-refundable.

SPA MONTHLY PAYMENT PLAN

To help you better manage tuition expenses, we offer a monthly tuition plan to SPA families. This monthly payment plan allows you to spread the SPA tuition over eight monthly installments, paid over the course of the school year (September – April). You may choose this payment plan option at the time of your registration. Once you enroll in the monthly payment plan, SPA will bill you for monthly payments as they come due, prior to the due date which is on the first of every month. We are not able to have payments automatically deducted from your checking or statement savings account.

Note: The U-M School of Music, Theatre & Dance will adjust the amount due if changes are made to instructor type or lesson length at any time during the program. We also reserve the right to adjust a student’s amount due to insure the plan amount covers the total charges owed. If payment is not made in accordance with the payment schedule, U-M may remove the student from the program, and, if reinstated, a $25 fee will be assessed.

If a check is returned due to non-sufficient funds or a credit card is declined your SPA account will become delinquent and a $30 returned check/declined credit card fee will be placed on your SPA account. The student may be unable to participate in current lessons, classes, or recitals and the family will be prevented from registering for future lessons until account is reconciled.
TEACHER CHANGES
The String Preparatory Academy at the University of Michigan School of Music, Theatre & Dance is designed to provide the highest quality of string training to pre-college musicians for students in elementary school through high school. All String Preparatory Academy students receive instruction by renowned U-M string faculty and/or guest instructors. Students are placed with a teacher each year at the discretion of the Faculty Director. We encourage our teachers to communicate openly and honestly with parents and students.

If problems do arise and communicating with your child’s teacher has not seen positive results, contact the Youth & Adult Community Programs office to discuss possible solutions. Every attempt to resolve an issue without changing teachers will be made.

Note: A request for a change in teacher is taken very seriously, but may not always be possible. Many of our faculty members and instructors have full teaching studios and cannot accept additional students.

PERFORMANCE OPPORTUNITIES
Performance is a central part of the SPA education. Each year, the SPA instructors curate a series of recitals, concerts and masterclasses that provide the students the opportunity to develop necessary performance skills. In combination with performance opportunities, students will also be informed of various U-M faculty and guest instructor recitals, chamber performances and large ensemble performances that they are encouraged to attend.

Attending performances enhances performance skills, and allows students to become dynamic and evaluative audience members.

SPA events (Masterclasses, Recitals, and Group Classes) may be cancelled in case of inclement weather. If SPA events are cancelled, an e-mail will go out to parents and students at least two hours prior to the event. If you do not receive an email, the event will still take place.

RECITALS
As part of the SPA curriculum, all students perform twice a year in the scheduled recitals. Recitals are held throughout each semester and provide all students the opportunity to showcase their work on a specific piece or pieces that are ready to perform for an audience. Recitals are held throughout the semester, and are assigned on a lottery basis. Families will be asked to provide their preference to the office at the start of each semester, then the recital dates are assigned from there.
MASTERCLASSES
As part of the Tuition, attendance at the scheduled masterclasses is required. The Faculty Director will decide the performers for all masterclasses at least two weeks in advance of the scheduled masterclass. Masterclasses traditionally take place on weekends. Younger students do not always benefit from the pressure of a masterclass performance and are therefore not required to perform, but are strongly encouraged to attend. Young students may perform if a teacher determines that the performing experience will be of value.

COMMUNITY OUTREACH PERFORMANCES
All students are encouraged to participate in outreach performances throughout the year. SPA Instructors will help prepare students for an outreach performance. Examples of potential outreach performances you may seek might include, performing for your place of worship, your school, your local library, a retirement center, or other public venues that welcome volunteer performances.

PIANISTS
Pianists will be provided for all masterclasses and recitals. Pianists will also be provided for 1 lesson per term (2 per year). This is in preparation for the students performance at a recital. Any additional requests for pianists time must be arranged by the family directly, this includes scheduling and payments. Pianists set their own fees.

U-M POLICY FOR CHILDREN ON CAMPUS
The University of Michigan is committed to providing your child with the best experience possible. Promoting the health, wellness, safety and security of youth interacting with the university begins with the shared commitment of program staff, volunteers and administrators to the university’s high standards for the wellbeing of your child. University’s policy for Children on Campus requires a series of registration forms for each participant. These forms include: Participation Agreement and Waiver, Participant Conduct Agreement, Medical Information and Authorization to Treat Media Release, Pick-Up Authorization (for students 10 years of age and younger), and Self-Administration of Prescription Medication for rescue medications.

A link to forms will be emailed as part of registration forms, and are due to be completed in full in order to start the first lesson. Please visit: http://childrenoncampus.umich.edu/parents-and-guardians/ for more information.
UNIVERSITY OF MICHIGAN LESSON AND RECITAL SPACES

EARL V. MOORE BUILDING 1100 Baits Drive, Ann Arbor
Home to music majors for 52 years, is headquarters for classes, rehearsals, lessons, lectures, and recitals. Following a $29.5 million dollar expansion and renovation in 2014-15, the Moore Building now has a new wing, the William K. and Delores S. Brehm Pavilion. It added 34,000 gross square feet that includes a new rehearsal hall for large ensembles; a state-of-the-art lecture hall; a cutting edge Music Technology Innovation Suite; a 25-percent increase in practice rooms, including a percussion and jazz practice suite; and a soaring new public commons area. Combined with major improvements to the acoustics, aesthetics, and functionality of the building’s existing practice, classroom, rehearsal, and faculty studio spaces, the project has allowed the Moore Building to reclaim its place as one of the country’s finest facilities for the study of music.

FREDERICK STEARNS BUILDING 2005 Baits Drive, Ann Arbor
Houses the Cady Room, used for recitals, and faculty offices for the Department of Jazz and the Youth and Adult Community Programs Office.

WALGREEN DRAMA CENTER 1226 Murfin Avenue, Ann Arbor
The sleek and modern home base for students in Musical Theatre and Theatre & Drama. Featuring 100,000 square feet, it includes the Arthur Miller Theatre and Stamps Auditorium, along with state-of-the-art classrooms; faculty offices; design, sound, screen acting, and performance studios; and extensive theatre shops (scene, paint, prop, electrics, and costume).

STAMPS AUDITORIUM 1226 Murfin Avenue, Ann Arbor
A multi-purpose hall, seating up to 450, with a solid oak trapezoid stage and an arched downstage, Stamps is home to classes, rehearsals, exhibits, and performances of all kinds.
RECITAL AND MASTERCLASS DECORUM FOR PARENTS AND STUDENTS

As part of the SPA curriculum, it is vital to learn how to be an outstanding performer, and also to be an exemplary audience member. We expect every student to learn proper behavior for both sides of the stage. The following are guidelines for recital performers and audience members:

For Performers:
- Plan to arrive at least 30 minutes before the starting time of the performance or masterclass.
- Appropriate performance attire is essential. Sneakers, t-shirts, flip-flops, jeans, or shorts are never acceptable apparel.
- Performers are expected to acknowledge the audience both before and after the performance.
- If performing with a pianist it is customary to acknowledge the pianist to the audience at the end of a performance. (If you have never taken a bow or acknowledged your pianist before, ask your teacher for a lesson on how to do it properly.)

For Audience Members:
- Attentive audiences make the best audiences. Please turn off all electronic devices. If you must be on your device(s), please exit the recital/masterclass room and use the lobby space while you wait for the performance/masterclass to conclude. This will be enforced. You may be asked to leave a masterclass setting.
- Audience members should always arrive before the starting time of the concert or class (at least 10 minutes before the listed start time).
- During a performance, concert hall doors are closed and should not be opened unless the audience is clapping. It is distracting for the performers to have the concert hall door opened while performing.
- Please remain in the audience for the entire concert. Leaving a performance before it is over is distracting for both the performers and your fellow audience members.
- Younger children in the audience should be kept as quiet as possible during the performance.
- Video taping of SPA recitals/masterclasses is permitted for personal use only.
MICHIGAN
YOU BELONG HERE
music.umich.edu