PROGRAM POLICIES
String Preparatory Academy 2015-16
Failure to adhere to any of the policies outlined below may result in a student’s inability to participate in the Program.

ATTENDANCE POLICY

Lessons
Attendance at all lessons is required. If a student must miss or reschedule a lesson, his/her parent must communicate with the lesson instructor at least one week in advance of an absence. Failure to notify an instructor at least one week in advance may prevent a make-up lesson from being arranged. Make-up lessons will be scheduled as space and instructor availability allow. If an instructor must reschedule a lesson due to a conflict, he/she will do so at a mutually agreeable time at some point during the semester. Lessons are “open lessons,” which means faculty/students may observe with instructor approval. Parents are welcome, and sometimes encouraged, to attend.

Masterclasses
Attendance at masterclasses is required. (Beginning students are encouraged to attend, but not required. Beginning students are not required to perform in masterclasses). Faculty Director, Stephen Shipps, will decide the performers for all masterclasses at least one week in advance of the scheduled masterclass. Masterclasses traditionally take place on Saturdays, 2-4 PM. Schedule TBA.

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.

Illness or Family/Weather Emergency
If a student must miss a required activity due to illness or family/weather emergency, his/her parent must contact the lesson teacher as soon as possible. Make-up lessons for emergency situations will be evaluated on an individual basis.

ACCOMPANISTS
Accompanists will be provided for all masterclasses and recitals. There will be a dress rehearsal with accompanists for every recital. Accompanists are not provided for lessons. If an accompanist is required for a lesson, the student/parent must make any necessary arrangements. Pianists set their own fees. The primary pianist that SPA will be working with throughout the year is, Mi-Eun Kim, smekim@umich.edu.

EXPECTATIONS
Students in the String Preparatory Academy are expected to practice regularly, arrive to lessons on time, and to be prepared. Please speak with your instructor regarding an appropriate amount of practice time each week and proper practice techniques. Students will be expected to perform on each of the semester recitals, an in masterclasses when recommended. Recitals will be held in Stamps Auditorium located in the Walgreen Drama Center. All recital will include a dress rehearsal.

REGISTRATION FORMS
The 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.
Information for Parents
String Preparatory Academy 2015-16
Failure to adhere to these policies outlined below may result in a student’s inability to participate in the Program.

Lessons
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. Sometimes it may be in your child's best interest for you to wait outside the lesson room. Some students get nervous when their parents watch their lesson, which disrupts progress.

Here are some things to consider if you choose to observe:

- 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.

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.

Tuition
Tuition includes 30 private lessons, masterclasses, and performance accompanists. Tuition must be paid in advance of lessons, and may be made in large payments or in 8 installments September - April. Accepted forms of payment are credit cards and checks/money orders (checks/money orders only payable to University of Michigan). Tuition for lessons is based on instructor type and lesson length. All tuition is non-refundable.

Registration Forms
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