The goal of ANY POLICY statement is to preserve the quality of the music making experience for all involved. Early communication is the best way to handle any problems that may arise.

ATTENDANCE
1. Musicians CANNOT BE EXCUSED from any rehearsals or performances.
2. Events that are BEYOND YOUR CONTROL, such as serious illness or family emergencies will be considered on a case-by-case basis and will be handled by the conductor of the ensemble.
3. In the event of an emergency absence, DIRECT communication with the conductor is essential upon return. If at all possible, please call in advance of the absence.
4. In case of absence, an explanation should be offered well in advance of the next rehearsal. Please make an appointment to speak with the conductor personally at a time other than just before or just after a rehearsal. Once again, communication is the best way to handle attendance issues.

THE WIND STUDIES PHONE NUMBER IS: (940) 565-3737
EMAIL ADDRESS: David.Child2@unt.edu, Raquel.Rodriquez@unt.edu
OFFICE HOURS: By appointment

GRADING
Student grades are based on the following:
1. Preparation, performance, and positive contribution
2. Attendance at rehearsals, recording sessions, and performances

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th>Absences</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>= A</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>= B</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>= C</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>= D</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>= F</td>
<td></td>
</tr>
</tbody>
</table>

Note: Absence from a dress rehearsal, recording session, or performance will also result in a failing grade. Students who receive a failing grade must confer with the conductor to determine future ensemble status.

TARDINESS
Musicians should be in their seats five minutes prior to tuning. Two tardies equal one absence. It is recommended that students keep open the hour prior to their scheduled rehearsal time to minimize the possibility of being late.
PERFORMANCES AND ADDITIONAL REHEARSALS

<table>
<thead>
<tr>
<th>Rehearsal/Session/Performance</th>
<th>Date</th>
<th>Time</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dress Rehearsal</td>
<td>Sunday, October 6, 2019</td>
<td>8:00-10:00 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Concert</td>
<td>Monday, October 7, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Dress Rehearsal</td>
<td>Monday, November 11, 2019</td>
<td>7:00-10:00 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Concert</td>
<td>Thursday, November 14, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
</tbody>
</table>

Performers are to arrive at least **thirty minutes prior** to the scheduled beginning of each concert and sign-in. The sign-in list will be checked fifteen minutes prior to the downbeat of each concert. It is also recommended that you not book other rehearsals or engagements between the dress rehearsal and the concert during the day of a performance or recording session.

**REHEARSAL “BUMP” SCHEDULE**

Sometimes, events happen in Room 232 during Brass Band Rehearsal that will shift rehearsal to another venue. The dates below are the bumps as we know them now.

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>New Rehearsal Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>One O’Clock Dress Rehearsal</td>
<td>Monday, November 4, 2019</td>
<td>MU 230*</td>
</tr>
</tbody>
</table>

*Subject to change

**ADDITIONAL WIND STUDIES PERFORMANCES THIS SEMESTER**

To enhance and expand the musical education of the musicians in the ensemble, music majors are required by the College of Music to attend fifteen concerts or recitals each semester. The Wind Studies Area requires that **ALL ENSEMBLE MEMBERS** use the performances listed below as partial fulfillment of this obligation.

<table>
<thead>
<tr>
<th>PERFORMANCES</th>
<th>Date</th>
<th>Time</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wind Symphony</td>
<td>Thursday, September 19, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Symphonic Band</td>
<td>Thursday, September 26, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Concert &amp; University Bands</td>
<td>Wednesday, October 2, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Ensemble</td>
<td>Tuesday, October 8, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Symphonic Band</td>
<td>Thursday, October 31, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Concert &amp; University Bands</td>
<td>Wednesday, November 6, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Symphony</td>
<td>Thursday, November 7, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Ensemble</td>
<td>Wednesday, November 13, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Symphony &amp; Symphonic Band</td>
<td>Thursday, November 21, 2019</td>
<td>7:30pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
</tbody>
</table>

**DOCUMENTING CONCERT ATTENDANCE**

Music Majors should swipe their student ID in the lobby area **AT LEAST 15 MINUTES PRIOR TO THE BEGINNING OF THE CONCERT (THE TABLE WILL BE CLOSED 5 MINUTES PRIOR TO THE CONCERT—YOU WILL NOT BE ABLE TO CHECK IN AFTER THIS TIME.)** Following the conclusion of the concert, you will need to swipe your ID again in the lobby. A list of absences will be emailed to students at the end of the semester. Students must bring any corrections for consideration to the Wind Studies office by the first day of Finals Week. Corrections will not be considered after this time.

**SHARED CONCERTS**

If you share a concert with another ensemble, you are required to be in attendance for the entire concert.

**SHORT-TERM LEAVE OF ABSENCE**

Requests for excused absences for the purposes of auditions, contests, interviews, and other special professional opportunities are to be made with the ensemble conductor and are subject to approval by the Director of Wind Studies. The amount of flexibility we have in accommodating such requests is directly related to the amount of advanced notice given.
OUTSIDE COMMITMENTS
As a member of the ensemble, it is assumed that your primary responsibility is to the announced schedule. Outside work and performance opportunities are considered to be the business of the student but should not interfere with College of Music obligations. Please consider this document a contract of your commitments to the College of Music and the Wind Studies Area for the semester.

HEARING PROTECTION
The use of hearing protection (ear plugs) is strongly recommended. The UNT Speech and Hearing clinic will provide a free hearing test to every enrolled UNT student. In addition, “musician’s ear plugs” can be purchased at the clinic. The College of Music provides ear plugs at no charge; students can pick these up from the repair shop, MA 106.

CONCERT DRESS
MEN: Full dress black: black formal trousers, black tuxedo jacket, white dress shirt, black bow tie, optional black cummerbund or vest, black socks, and black shoes.

WOMEN: Option 1:
Black full-length, long-sleeved dress OR black full-length skirt and black long-sleeved blouse/jacket (either version should have covered shoulders, arms, and torso).* Black close-toed shoes. Both clothing and shoes should be formal rather than casual.

Option 2:
Black loose-fitting pants with black long-sleeved blouse/jacket (covered shoulders, arms, and torso).* Black closed-toe shoes. Both clothing and shoes should be formal rather than casual.

*A very small, pure white trim collar/cuffs and tasteful, conservative jewelry is permissible.

REFERENCE AND REHEARSAL RECORDINGS: CANVAS
Canvas is the online learning platform used by the University of North Texas. All rehearsal materials, including rehearsal recordings, will be available for student use via Canvas. Students will receive an email sent to their UNT email address any time materials on Canvas are updated. Students will need their EUID and password to access Canvas. If you prefer to use an alternative email service, please ensure that your UNT email account is forwarded to it in order to stay informed. Please note that these are for internal use by members of the ensemble for educational purposes and should not be distributed externally through any means, including physical or digital media.

“SLACK” TEXTING PLATFORM
Slack is the messaging platform used by the Wind Studies area to convey information, including rehearsal schedules and important announcements, to students in a timely manner. Students will receive an invitation via email to join Slack once they have been assigned to an ensemble.

PERFUMES, COLOGNES, AND FRAGRANCES
No perfumes, colognes, or other scented lotions in REHEARSAL or PERFORMANCE. These can trigger asthma and allergic reactions for other ensemble members. If you wear scents to work or class and go straight to rehearsal, rinsing off in a bathroom before rehearsal will alleviate any unnecessary allergic reactions.

STUDENT BEHAVIOR
https://deanofstudents.unt.edu/conduct

ACCESS TO INFORMATION – EAGLE CONNECT
Your access point for business and academic services at UNT occurs at my.unt.edu. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit: eagleconnect.unt.edu/

ODA STATEMENT
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Access. Link: disability.unt.edu, Phone: (940) 565-4323

FINANCIAL AID AND SATISFACTORY ACADEMIC PROGRESS
http://financialaid.unt.edu/sap

ACADEMIC INTEGRITY
http://facultysuccess.unt.edu/academic-integrity

RETENTION OF STUDENT RECORDS
http://ferpa.unt.edu/

RESPONDING TO STUDENTS IN DISTRESS: UNT CARE TEAM
Please visit the CARE Team website to tips to recognize students in distress and what you need to do in cases of extreme behavior or references to suicide. http://studentaffairs.unt.edu/care

ELECTRONIC DEVICES IN THE CLASSROOM
The use of activated cellular telephones or audible pagers is not allowed in the class at any time. Please be sure they are deactivated before the class begins.

UNT POLICY STATEMENT ON DIVERSITY
https://policy.unt.edu/sites/default/files/04.018_PolicyStateOnDiversity.pub8_18_0.pdf

2019-2020 SEMESTER ACADEMIC SCHEDULE (WITH ADD/DROP DATES)
https://registrar.unt.edu/registration/fall-registration-guide

ACADEMIC CALENDAR AT A GLANCE, 2019-2020
https://www.unt.edu/catalogs/2019-20/calendar

FINAL EXAM SCHEDULE
https://registrar.unt.edu/exams/final-exam-schedule/fall

COUNSELING AND TESTING
http://studentaffairs.unt.edu/counseling-and-testing-services. For more information on mental health issues, please visit: https://speakout.unt.edu. The counselor for music students is: Myriam Reynolds, Chestnut Hall Suite 311, (940) 565-2741, Myriam.Reynolds@unt.edu

ADD/DROP POLICY
https://registrar.unt.edu/registration/fall-registration-guide