

CSUN YOUTH ORCHESTRAS

POLICIES

INTRODUCTION

The mission of the CSUN Youth Orchestras is to provide a high quality experience for each of the participants. This is achieved by the cultivation of musical, social, and personal habits which are accepted, valued, and required by society for personal, academic, and employment success. Therefore, each student and parent is asked to agree to the following basic expectations of members of the orchestras.

ATTENDANCE

1. Attendance at ALL scheduled rehearsals, concerts or other special events is mandatory. When you receive your schedule for the season, we ask that you arrange your affairs so as to be able to participate fully. When one member of the orchestra is absent, the entire orchestra is affected.
2. Attendance will be taken by a designated individual at the beginning of each rehearsal. After two absences, excused or unexcused, during the preparation period for any concert, you may be asked to leave the orchestras or not perform on the upcoming program. Two arrivals after the beginning of rehearsal will be counted as one absence.
3. Requests for permission to be absent for any reason should be submitted in advance and in writing to the CSUN Youth Orchestras Office, located in CSUN Music Building Room 149. Forms are available in the office. In case of unplanned absences (such as illness) please contact the Youth Orchestras office at (818) 677-3074 or email yhorch@csun.edu *prior to rehearsal.*
4. Any member, who must be absent for any reason, still must make sure that his or her part is available at the rehearsal.
5. Missing a dress rehearsal or concert may result in dismissal from the orchestras unless the conductor is notified at least one month in advance of the rehearsal to be missed.
6. *The CSUN Youth Orchestras reserve the right to dismiss any student because of lack of interest or progress, frequent absences, frequent tardiness, behavioral problems and/or failure to abide by Orchestra Policies.*
7. The CSUN Youth Orchestras are designed to supplement your own school's music program, should one exist. It is expected that you will continue to participate in that program.

REHEARSAL RESPONSIBILITY

1. *Orchestra members are required to bring their own music stands to rehearsal.*
2. *Bring a pencil and eraser to all rehearsals. Marking of music must be done in pencil only.*
3. Orchestra members are expected to prepare their individual parts prior to rehearsals. Students unable or unwilling to learn their parts *outside of rehearsal* may be placed in a less advanced orchestra or asked to leave the program.
4. Your instrument must be kept in first-class condition, which includes having mutes, resins, extra strings and reeds available at all rehearsals and concerts.
5. All players are expected to arrive 15 minutes prior to the rehearsal so that they can be *seated and ready to play 5 minutes before the scheduled start* of rehearsal. Tuning will begin at the scheduled start of rehearsals at A-440Hz.
6. Students are expected to be on time for all concert call times. Furthermore, they are to be in their seats ready to tune when the downbeat is called.
7. Talking, eating, drinking, gum chewing and smoking ARE NOT ALLOWED during rehearsals and in the rehearsal room.
8. Music must be kept in the folder provided at the beginning of the season. If you lose your music, please report it immediately to the librarian or other office staff. *You will be required to pay the cost of replacing all original copies of music.*

CONCERT DRESS

Public performance is a visual as well as an aural experience for the audience. Everything you do on stage should enhance the quality of the musical presentation. Concert dress is an important part of this, and *all orchestra members are required to adhere to the concert dress requirements.*

PHILHARMONIC and CHAMBER ORCHESTRA

Girls: Black dress or black skirt/black dress slacks and solid black blouse
Black nylons and black shoes
PLEASE – no mini-skirts, no sleeveless dresses, no tight skirts with slits

Boys: Black suit, white dress shirt, *black bow tie*, black socks,
Black dress shoes – NO TENNIS SHOES

SYMPHONY

Girls: Black dress/blouse, black bottom,

Black dress shoes

Boys: Black suit, white dress shirt, *black bow tie*, black socks,
Black dress shoes – NO TENNIS SHOES

CAMERATA STRINGS & WIND ENSEMBLE

Girls: White blouse, black skirts or dress slacks, black socks or nylons,
Black dress shoes

Boys: White dress shirt, black dress pants, black necktie, black socks,
Black dress shoes – NO TENNIS SHOES

PARENT RESPONSIBILITY

1. All parents are required to read the orchestra policies carefully. This is an activity in which every child depends on every other child in preparation for a final performance. It is expected that parents will support the policies of the CSUN Youth Orchestras and help their child to adhere to these policies. It is further expected that parents will volunteer time or financial assistance to help the orchestras, as tuition covers only about one half the costs of operating the orchestras.
2. **TICKETS:** Ticket sales are one way to help the orchestras defray the cost of the performance halls. Each family is expected to participate with its support by purchasing tickets for each concert. Concert tickets make great gifts for other relatives and friends, while at the same time supporting your child's activities and enjoying the company of others.
3. The students will be handed calendars at the first rehearsal. Please go over this calendar with them to be sure there are no family conflicts throughout the year. It is very important the conductors be notified as soon as possible if you notice a conflict, especially if it is a conflict with a performance.
4. Our Youth Orchestra Manager Cari Craig is a part time employee. She will be in the office throughout the weekends during rehearsals. In addition, she has office hours on Mondays and Fridays. If you wish to reach a conductor during the week you should leave a message in the voice mailbox of the conductor and ensemble.

TUITION

1. All tuition must be paid in full and all registration forms complete in order for students to attend the first rehearsal. The CSUN Youth Orchestra do offer a payment plan for those wishing to pay by this option. Please see Cari Craig in the main office for an explanation of this plan and for an application.

2. Discounts are available for families with two or more students enrolled in the orchestras: 10% for two students; 15% for three students; and 20% for four or more.
3. *Refunds are an exception.* Refunds will be considered only in a situation involving medical or family emergency, when the tuition has been paid in full, and the withdrawal occurs before the third week of the year. In such cases, 75% of the tuition may be refunded during the first week and 50% during the second week.
4. There will be no refund granted to any student who is dismissed from the orchestras.

(07/05)