

Guidelines for Accompaniment Assignments

STUDENTS

Provisions

Students will be provided an accompanist for up to 6 sessions of up to an hour each during the semester. It is intended that 5 of the sessions will be assigned to lessons, and 1 session will be reserved for a jury. In the case where a jury isn't expected, the 6th session may be used for rehearsal. Assigned lessons will begin in either week 5 or 6, and will take place every other week. If a teacher chooses to be independent in scheduling, a list of school staff accompanists will be made available for arrangement. In this case, the teacher will be responsible for fulfilling all accompaniment needs within their studio, bearing in mind the allowances. All other guidelines apply.

In some cases, a student may receive the accompanist assignment through Studio Accompanying for Credit or with a DA accompanist, in which case additional hours will be included. Please see the specific guidelines for these assignments.

Please make every effort to have early, detailed contact with assigned accompanist.

Deadlines

Your teacher must submit his/her teaching schedule and accompanist request form by the deadline. (requests after this date will NOT be considered).

Scores must be provided to the accompanist on the following schedule:

Lessons and Music Assembly:	1 week prior
Recitals:	9 weeks prior
Juries:	6 weeks prior

Submission of form (log) for recitals and additional hours of rehearsal by the **deadline**.

Rehearsals

Please see specifics on rehearsal hours and recital accompaniment under the ACCOMPANIST guidelines below. Depending on the type of accompanist assignment (Staff Accompanist, DA Accompanist, or Studio Accompanist for credit), you may need to pay for additional rehearsals. Though accompanists are expected to be supportive in the educational process, they are not expected to teach notes/rhythms.

Degree Recitals

Please see specifics on rehearsal hours and recital accompaniment under the ACCOMPANIST guidelines below. Depending on the type of accompanist assignment (Staff Accompanist, DA Accompanist, or Studio Accompanist for credit), you will likely need to pay for degree recital work.

Cancellations and Lateness:

Lessons cancelled by the teacher should be used as a rehearsal session, unless the accompanist agrees to reschedule.

Lessons cancelled by the student may be made up at the accompanist's discretion.

Lessons/rehearsals cancelled by the accompanist must be made up as soon as possible.

Lateness is treated the same way as cancellations.

All make-ups must be accomplished by the end of the semester.

Problems:

Contact the Staff Accompanist Coordinator

ACCOMPANISTS (please refer to 'All Accompanists' AND the following category that applies)

All Accompanists (Staff Accompanists/DA's/Studio Accompanists):

Contact

Make every effort to have early, detailed contact with assigned students.

Cancellations/Lateness

Lessons cancelled by the teacher should be used as a rehearsal session, unless the accompanist agrees to reschedule.

Lessons/rehearsals cancelled by the student may be made up at the accompanist's discretion.

Lessons/rehearsals cancelled by the accompanist must be made up as soon as possible.

Lateness is treated the same way as cancellations.

Make-ups

All make-ups must be accomplished by the end of the semester.

Professionalism

Music scores/copies should be in an orderly manner (i.e., not loose pages).

In addition to learning the scores on a timely basis, accompanists should be aware of, and apply consideration to, style, orchestral texture, and text, as appropriate.

Accompanists are expected to be supportive in the educational process, but are not expected to teach notes/rhythms.

Scheduling substitutions

Substitutions are generally not permitted, but may be considered at the beginning of the semester only with the approval of the program coordinator.

Problems

Contact the Staff Accompanist Coordinator.

Staff Accompanists (in addition to the 'All Accompanist' guidelines above):

Lessons

Staff accompanists will be assigned by the Staff Accompanist Coordinator to play for 5 lessons of up to an hour each per student, starting in week 5 or 6 of the semester, alternating weeks according to the assignments (e.g. student A will have an accompanist in lessons during weeks 5, 7, 9, 11, 13; student B, in weeks 6, 8, 10, 12, 14). In rare cases, the assignment will be weekly, and will be communicated to you as such by the Staff Accompanist Coordinator. In some cases, a teacher may opt to arrange independently for accompanists. In this case, accompanists will be contacted by the teacher, and can choose whether or not to take the assignment. If the accompanist agrees to it, all guidelines other than the alternating schedule still apply.

Juries

A 6th session will be provided for the end-of-semester juries (**note: all staff accompanists must be available during the jury week following the end of classes**).

Rehearsals

Additional hours of rehearsal (at a standard department rate of \$40/hr.) may be arranged directly between the student and the staff accompanist. A form (log) must be filled out, signed by the student, the major professor and the staff accompanist and submitted to the coordinator of staff accompanying program. Check the deadline for all submissions.

Recitals

After consultation, a staff accompanist may be hired for his/her assigned students' degree recitals at the following rates: \$175 for a full recital of up to an hour of music; \$100 for a half recital of up to 30 minutes of music. Arrangements are to be made directly between the student and staff accompanist. A form (log) must be filled out, signed by the student, the major professor and the staff accompanist and submitted to the coordinator of staff accompanying program. Check the deadline for all submissions.

Other

Additional opportunities such as studio performance classes and master classes may be available to the staff accompanist at his/her contracted hourly rate and paid by the school (note – this is only in the event that you are assigned to these classes by the Staff Accompanist Coordinator coming at the request of an assigned student would need to be arranged in the same manner as extra rehearsals).

Staff accompanists may play as requested and able for non-covered events, but this will have to be privately arranged and paid for directly by the student to the staff accompanist (e.g. concerto competitions, non-degree recitals, off-campus recitals, etc.).

DA Accompanists (in addition to the 'All Accompanist' guidelines above):

DA accompanists may have assignments in classes, lessons, and large ensembles. DA class schedules will be collected immediately so the Staff Accompanist Coordinator is aware of availability. Be aware that a DA may be assigned to a variety of needs, and that only an official class conflict will be considered in the assignment. Most personal conflicts will need to be arranged around your DA schedule.

Lessons

When assigned to lessons, DA accompanists will be assigned to play for either 5 lessons of up to an hour each per student, starting in week 5 of the semester, alternating weeks according to the assignments (with other weeks being rehearsals), or play for all 10 weeks with no outside rehearsals. The decision of one over the other will be made by the faculty member as to best serve the needs of the student being accompanied.

Juries

One (1) session will be provided for the end-of-semester juries (**note: all DA accompanists must be available during the jury week following the end of classes**).

Rehearsals

The DA will provide, at no charge, up to an additional 5 hours of time during the semester (if faculty member has opted for 5 alternating weeks of lessons only). These hours may be used for rehearsals, lessons or music assembly appearances.

Additional hours of rehearsal (at a standard department rate of \$40/hr.) may be arranged directly between the student and the DA pianist. A form (log) must be filled out, signed by the student, the major professor and the DA pianist and submitted to the coordinator of staff accompanying program. Check the deadline for all submissions.

Recitals

After consultation, a DA accompanist may be hired for his/her assigned students' degree recitals at the following rates: \$175 for a full recital of up to an hour of music; \$100 for a half recital of up to 30 minutes of music. Arrangements are to be made directly between the student and the DA accompanist. A form (log) must be filled out, signed by the student, the major professor and the DA accompanist and submitted to the coordinator of staff accompanying program. Check the deadline for all submissions.

Other

DA accompanists may play as requested and able for non-covered events, but this will have to be privately arranged and paid for directly by the student to the DA accompanist (e.g. concerto competitions, non-degree recitals, off-campus recitals, etc.).

Studio Accompanying for Credit accompanists (in addition to the 'All Accompanist' guidelines above):

Class schedules will be collected at the beginning of the semester, reflecting accompanist's availability.

Accompanist will be assigned to an instrumentalist's or singer's lesson.

Accompanist will attend 10 lessons, starting the 5th week of the semester. Check for deadline.

Weekly rehearsals with the assigned singer/instrumentalist are expected.

A jury or degree recital of up to 30 minutes of music is included at no additional cost.

The instrumentalist's or vocalist's teacher will grade the accompanist's work.

Contact Information on Coordination: Karina Bruk bruk@mgsa.rutgers.edu