

Key Policies For Faculty 2020 – 2021

- Faculty “Heads of Area” are responsible for writing and issuing Gateway Letters and must use the templates found on the Shared Drive.
- Presidential Scholars must maintain a 3.4 GPA and be studying privately and be in two ensembles, one of which must be a major ensemble. (Wind Symphony, Orchestra, Choir only)
- Music Scholars must maintain a 3.00 GPA and be studying privately and be in two ensembles, one of which must be a major ensemble. (Wind Symphony, Orchestra, Choir only)
- Vocal Juries during Fall term are held on Study Day and Instrumental Juries take place the first day of Finals. In the Spring Instrumental Juries are held on Study Day and Vocal Juries take place the first day of Finals. Gateway and BFA Juries are typically held on the Saturday before Finals.
- In April, the Percussion Festival is the Friday/Saturday of the weekend before the last week of classes.
- Commencement alternation is Band/Orchestra and Concert Choir/Opus
- All **scholarship** auditions, even specially scheduled ones, must be completed before the last audition date on our music calendar.
- Degree recitals (Junior/Senior) should not be scheduled during the last week of classes or during finals week.
- For Music, the Capstone Project is the Senior Recital.
- Faculty must send these documents to Kim always for the student’s file:
 - Every semester’s jury forms
 - Gateway Letter
 - Recital Preview Form
 - Actual Recital Form
 - Piano Proficiency Proof of Pass (handled by piano faculty)