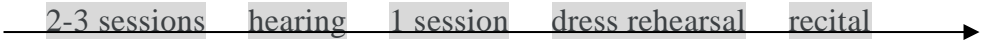


## Fresno State Collaborative Pianist Service Guidelines

### General Guidelines:

- A hard copy of music and information for event (*i.e. jury, performance exam, recital, etc...*) must be given to the pianist at earliest opportunity, but no later than two weeks before the first rehearsal.
- Any information and/or changes that involve the pianist (repertoire, event information, cancellations or rescheduling, *etc.*) must be shared with said pianist at the earliest opportunity.
- Sight-reading in a lesson is a luxury; while not encouraged, it will be available at the pianist's discretion. Sight reading will not be provided if music is in preparation for an event such as a jury, performance exam, recital, etc.
- Voice students will have sessions arranged by the pianist in coordination with faculty and student schedules.
- Scheduling for instrumental coachings/rehearsals and lessons will be arranged via sign-up sheets that will be posted outside of M220 in the first week of semester. These will be allotted available times on a first-come, first-serve basis. Scheduling and cancellation must be made 24 hours prior to the appointment or risk no coaching/rehearsal for two weeks in the future.
  - ⊕ Regular sign-ups are available for anyone who has prepared a work and wishes to study it in its fuller context with piano.
  - ⊕ Available sign-up dates/times may vary each week based on the changing requests and needs of the semester. If need be, appointments outside of the provided times may be accommodated.
- Efforts will be made to accommodate wherever possible, but pianists may not fulfill every requested circumstance due to workload considerations and existing scheduled appointments, *etc..*

### Details of Services:

- Voice students will have a pianist for five to six sessions per semester (either during lessons or outside coachings in M222) arranged by the pianist in coordination with faculty and student schedules.
- Instrumental studio coachings/rehearsals/lessons will be scheduled via regular sign-up sheets. Each student may sign up for a 30-minute session per week. Extra appointments may be accommodated.
- Student Degree Recitals: three to four 30-minute coachings/rehearsals/visits of lesson per student. Extra sessions may be accommodated.  

- Faculty Recitals and Performances: case-by-case basis; two to three rehearsals per each event.
- Guest Recitals: case-by-case basis; need notice and music at least one month in advance, prefer more.
- Convocation Performances (12:30 pm-1:20 pm on Tuesdays and Thursdays): use studio lessons and rehearsal times as stated above. The convocation application must be signed by the pianist.

- Opera Rehearsals/Coachings for Fresno State Opera Theater: require notice when the selection is made and music at least three months in advance, prefer one semester in advance. *In the event of unforeseen fluctuations in enrollment, changes are accepted within the first two weeks of the semester.*
- Choir Rehearsals and Performances (Including Tours): need music at least one week in advance; for large scale works (e.g., song cycle, mass, requiem, etc.), one month in advance.
- Studio Recitals: two 30-minute coachings/rehearsals or visit of lesson per student. Extra appointments may be accommodated.
- Instrumental Juries: one 30-minute coaching/rehearsal or visit of lesson per student. Extra appointments may be accommodated.
- Master Classes: one to two 30-minute coachings/rehearsals or visits of lesson per student.
- Festivals: one to two 30-minute coachings/rehearsals per student.
  - ⊕ Provide a tentative schedule one week before the event.
  - ⊕ A hard copy of music must be sent no later than two weeks prior to the event.
  - ⊕ Please remind all participants that recordings are for personal use only and that it is illegal to post video on media sites without written permission from the performers.
- Concerto Competition: three to four 30-minute coachings/rehearsals per student (including one coaching/rehearsal during performance week). A hard copy of music must be provided two weeks prior to the first meeting.
- Audition Day: Information and request should be made two weeks prior to the event.
  - ⊕ Prospective voice students will audition with a provided collaborative pianist without prior rehearsal.
  - ⊕ Current students participating in any Audition Day performance are entitled to one rehearsal prior to event.
- Additional Services: The collaborative piano services are provided in order to fulfill Fresno State curricular activities. Any private uses, such as offsite events and recording sessions, are not included but may be requested as an external hire at the pianist's discretion.