Please note: This document is a draft that will be updated before classes begin in September. All students are responsible for obtaining the final document that includes the required dates of orientation, workshop, and recital.



**Student Questionnaire and Guidelines for Private Music Lessons--DRAFT**

***1376 MUSC-107-01 Music Lessons* for 0.5 Course Credit**

**Fall 2022**

 **Department of Music**

 Jen Allen, FacultyCoordinator: jennifer.allen@trincoll.edu;860-573-9808

 Austin Arts Center 119

 **To begin the registration process:**

Fill out the questionnaire on page 5 and email it to Professor Jen Allen

You must attend one of the following mandatory **Orientation Sessions via ZOOM**:

**TBA**

 **Course Prerequisite**

Successful completion of MUSC-101 Basic Musicianship.

 You may take MUSC-101 Basic Musicianship concurrently with MUSC-107 Music Lessons. You must successfully complete MUSC-101 in order to receive credit for MUSC-107. Any student taking

MUSC-101 concurrently with MUSC-107 who fails 101 will also fail 107.

 Students with a strong knowledge of music theory may arrange for a theory placement test, which will determine if the MUSC-101 prerequisite can be waived. Contact Jen Allen to discuss this option.

**Course Requirements**

1. Successful completion of eleven (11) one hour-long, weekly lessons is required for a passing grade (failure to complete 11 lessons will automatically result in a grade of F).

2. Attendance at the Musicians’ Workshop, (**date TBA)** is mandatory. Students who are interested in participating in the Common Hour Lessons Program Concert must participate in this workshop. Students are encouraged, but not required, to perform in the concert.

3. Instrumentalists and vocalists working on repertoire which requires piano accompaniment are required to arrange a time to talk via Zoom with pianist Ms. Christine Melson, Music Department Staff Accompanist. This is an excellent opportunity for students to hear the music they are learning in the context of the entire piece of music.

 Students must contact Ms. Melson no later than (date TBA) in order to schedule these sessions. Students should email Ms. Melson at christine.melson@trincoll.edu or call her: 860-297-2285.

 Failure to schedule a meeting and accompaniment session with Ms. Melson will result in the lowering of one-half grade from that which the instructor assigns.

4. Attendance at the Common Hour Lessons Program Recital on **(date and time TBA).** All students taking lessons for credit must attend the end of semester recital. If you plan to perform in the recital please let Professor Jen Allen know no later than (date TBA).

Financial Arrangements for Private Music Lessons

The music lessons instructor’s fee is $600 for 11 one-hour, weekly required lessons per semester ($55 per one hour lesson). This fee is not included in your Trinity tuition.

If you are not receiving financial aid, you must pay your instructor $600 for 11 lessons directly, in full, no later than at the time of your second lesson.

When available, the College provides Trinity Grants to qualifying students taking lessons for credit to pay their music lessons instructor’s fee. Because of limited availability, Trinity Grants cannot be guaranteed. First preference for these awards is given to music majors and music minors. Application for the first round of these awards is due by Friday of the first week of classes. If awards are still available, applications will be accepted during the following week. Awards will be announced as soon as possible.

Students apply for a Trinity Grant for MUSC-107 Music Lessons by filling out and returning the questionnaire on page 5 to Professor Allen. Be sure to place an X on the line indicating you would like to receive Trinity Grant financial aid.

If you are awarded a Trinity Grant for music lessons, you must successfully complete the course for .5 credit, or your grant will be rescinded and you will be personally responsible for paying the instructor’s fee of $600, either directly to your instructor, or via your College account, after being billed.

There are a number of other forms of financial assistance that will pay for the Music Lessons instructor’s fee. There may be assistance for InterArts students. Interested InterArts students should request information by emailing Lynn Sullivan (lynn.sullivan@trincoll.edu), Co-Director of the InterArts Program.

A number of organ students may have their instructor’s fee waived through the John Rose College Organist-and-Directorship Distinguished Chair of Chapel Music Endowment, established by Marjorie Van Eenam Butcher H’09, late professor of mathematics, emeritus. Interested students should inquire about this form of assistance by emailing Christopher Houlihan (Christopher.Houlihan@trincoll.edu), John Rose College Organist-and-Directorship Distinguished Chair of Chapel Music and Artist-in-Residence.

Carillon lessons may also be available with no additional instructor's fee. For further information, contact Ellen Dickinson, College Carillonneur, at: ellen.dickinson@trincoll.edu.

Missed Lessons Policy

A missed lesson is considered unexcused if you have not given your instructor 24 hours’ advance notice by a direct phone conversation or e-mail. (An obvious exception would be a documented health emergency or other dire crisis.)

1. Students must pay their instructors for any missed lesson that is considered unexcused.

2. In addition, when a makeup lesson is necessary due to an unexcused student absence, the student must pay the instructor an additional $55 lessons fee at the time of the make-up lesson.

3. Trinity Grant students note: you are personally responsible to pay your instructor $55 for any makeup lessons required because of unexcused, missed lessons. The Trinity Grant does not pay for missed lessons.

4. Instructors have the right to limit the number of missed lessons for which they will schedule makeup lessons for unexcused absences. Please be responsible and cancel a lesson only if absolutely necessary. Failure to complete 11 lessons will result in a grade of F for the course. More than 2 unexcused absences will result in the lowering of one full grade from that which the instructor assigns.

In order to receive a PIN# to Register for MUSC-107 you must:

1. Fill out, sign (electronically), and return the questionnaire on pages 5 to jennifer.allen@trincoll.edu
2. Attend an orientation session—see page 1.
3. Select a lessons instructor from the list below. If you have questions regarding any instructor, please contact Professor Allen or contact the instructor.
4. Contact the instructor directly and schedule 11 weekly lessons.
5. Email the name of your instructor and the day and time of your scheduled lessons to Professor Allen
6. The means of payment of your lessons instructor’s fee must be established (if you indicated on your questionnaire that you will pay, that fulfills this requirement; if you are applying for a Trinity Grant or other financial aid award, indicate this on your questionnaire; your receipt of an award will also fulfill the requirement).
7. Registration may be completed online with a PIN# through Tuesday, September 13. Professor Allen can assist you to register during the extended Add/Drop period through Friday, September 16.

 In cases in which enrollment in Music Lessons would bring a student's credit total over the maximum allowable credit limit, the College will not apply a surcharge. For further information, please see the section in the Trinity College Bulletin under “College Expenses” entitled “Cost of Credits beyond the Standard Course Load.” However, students will find that they cannot register for Lessons with a PIN if they have reached the maximum number of credits allowed. In this case, Professor Allen can send an email to the Registrar to enable them to register. Please contact Professor Allen for assistance.

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**MUSC-107 Music Lessons Questionnaire—Fall 2022**

***Please fill this form out and return it to Jen Allen at Jennifer.allen@trincoll.edu***

Date

Name Class Yr Student ID#

Cellphone Email

I want to take Music Lessons: for 0.5 credit

I want to take music lessons, but not for credit

I will pay the $600 instructor’s fee

I qualify for a Trinity Grant and would like to apply for an award to pay for my instructor’s fee \_\_\_\_\_\_.

If I do not receive an award, I will pay for lessons myself (yes/no) .

(*In order to qualify for a Trinity Grant award to pay for the lessons instructor’s fee, students must take Lessons for credit. We will confirm with the Financial Aid Office that you are eligible to apply for an award.)*

I am a Trinity Grant IDP student and a Music major or minor and want to apply for a Trinity Grant to take MUSC-107 for credit. \_\_\_\_\_\_\_\_\_

I want to study Voice or the following Instrument:

I play or sing at the following level: Beginner Intermediate Advanced

The instructor with whom I would like to study is:

 (*The approved list of Music Lessons instructors follows this questionnaire*.)

My knowledge of music theory is: Elementary Intermediate Advanced

I have earned credit for MUSC-101 Basic Musicianship: Yes No

I am currently enrolled in MUSC-101 Basic Musicianship: Yes No

I plan to contact Professor Jen Allen to discuss a possible waiver of the MUSC-101 prerequisite.

I earned a waiver of the MUSC-101 Basic Musicianship prerequisite:

I have declared or intend to declare Music as a Major /Minor: Yes**\_\_\_\_\_\_** No

**Signature: Date:**

 **(Electronic signature is fine)**

*Your signature above indicates only that you have read, understood, and agree to abide by the requirements and guidelines of the program. Submission of the questionnaire does not constitute registration. Submission of the questionnaire does not oblige you to register for Music Lessons.*

Questions? Contact:

Jen Allen, Music Lessons Faculty Coordinator, Austin Arts Center 119

Jennifer.Allen@trincoll.edu / 860-573-9808

**\* \* \* \* \* \***

**Music Lessons Instructors**

The following Lessons Instructors have been approved by the Music Department to teach Trinity students for credit, almost always on campus. Many instructors’ biographies are available on request.

**Contact the instructor of your choice directly to schedule lessons and/or ask questions about lessons.**

**\*Remember to inform Prof. Jen Allen of your lessons schedule and instructor so that you will be able to register.**

**Instrument & Instructor Phone Email & Webpage**

**BANJO, MANDOLIN**

 David Giardina H: 860-568-1172 dave@davegmusic.com

 [www.davegmusic.com](http://www.davegmusic.com)

**CARILLON**

 Ellen Dickinson O: 860-297-2126 ellen.dickinson@trincoll.edu

 H: 203-323-0600

**CELLO**

 Marisa Jardim C: 860-817-1298 jardimmarisa@gmail.com

**CLARINET**

 Atsuko Miyazaki atsuko.miyazaki@gmail.com

 https://sites/google.com/view/atsukomiyazaki/

**FLUTE**

 Gonzalo Cortes H: 860-490-2755 gonzflute@yahoo.com

 [www.gonzalo-cortes.com](http://www.gonzalo-cortes.com)

**GUITAR, FINGERSTYLES, FOLK ROCK, ACOUSTIC, and CLASSICAL**

 David Giardina C: 860-573-0406 dave@davegmusic.com

 [www.davegmusic.com](http://www.davegmusic.com)

**GUITAR AND BASS: JAZZ, ROCK, BLUES, CLASSIC ROCK, RHYTHM AND BLUES, and COUNTRY**

 David Stoltz C: 860-794-9195 davidstoltz@msn.com

 H: 860-232-3582

**HARPSICHORD**

 Nancy Curran H: 860-521-7866 nancy.curran@trincoll.edu

 O: 860-297-2354

**ORGAN**

 Christopher Houlihan C: 860-748-3395 christopher.houlihan@trincoll.edu

 O: 860-297-2014 [www.christopherhoulihan.com](http://www.christopherhoulihan.com)

**PERCUSSION**

 Gene Bozzi H: 860-432-8145 gbozzi@crec.org

 C: 860-794-9241

 (Also Latin & Jazz Percussion. Studio at Greater Hartford Academy of the Arts)

**PIANO, CLASSICAL**

Nancy Curran H: 860-521-7866 nancy.curran@trincoll.edu

 O: 860-297-2354

Paul Bisaccia

 (Zoom only) C: 860-522-1799 bispiano@gmail.com

 [www.pianowithpaul.com](http://www.pianowithpaul.com)

**PIANO, JAZZ**

 Jen Allen C: 860-573-9808 jennifer.allen@trincoll.edu

 Walter Gwardyak H: 860-243-9964 nejazz@comcast.net

 C: 860-463-7275 www.waltergwardyak.com

**TRUMPET**

 Ray Gonzalez O: 860-0524-1180 RayGonzalezmusic@gmail.com

 C: 860-836-2029

**TRUMPET, Latin, Jazz, & Salsa**

 Ray Gonzalez O: 860-0524-1180 RayGonzalezmusic@gmail.com

 C: 860-836-2029

**VIOLIN and VIOLA**

 Jaroslaw Lis C: 860-270-9629 JLisvln@gmail.com

 <http://harttweb.hartford.edu/community/about/faculty/strings/jlis.aspx>

<http://www.hartfordsymphony.org/about/musicians/orchestra/jaroslaw-lis-assistant-principal-second-violin-personnel-manager/>

**VOICE**

Teresa Eickel C: 860-680-2569 Teresa.Eickel@gmail.com

 [www.teresaeickel.com](http://www.teresaeickel.com)

 Mary Fox H: 860-563-0377 mmmaryfox@aol.com

 \*Email is Mary’s preferred method of communicating

**WIND INSTRUMENTS OF THE ANDES**

 Gonzalo Cortes H: (860) 490-2755 gonzflute@yahoo.com

 [www.gonzalo-cortes.com](http://www.gonzalo-cortes.com)

**Instructors of instruments not listed here can be located and approved, if possible, when the need arises. Please contact Jen Allen, Faculty Coordinator, for assistance (****jennifer.allen@trincoll.edu**.

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**Austin Arts Center and Gruss Music Center Facilities**

Practice rooms are located in the Music Department on the lower level of Austin Arts Center and in the adjoining Gruss Music Center.

Practice Rooms 107 and 108 in the Gruss Music Center, and 127, 130, and 131 in the Austin Arts Center are equipped with upright pianos and are accessible via Trinity ID to all in the Trinity community. These rooms may be used on a first-come-first-served basis during regular Austin Arts Center hours. However, since Music Lessons take place in these rooms, those students and instructors will have top priority. Priority will also be afforded to students practicing for Lessons or completing assignments for Music Department classes. Please report any maintenance issues to the Music Department.

Access to rooms with grand pianos or specialized equipment is limited to students who have permission from the Music Department. Contact the Music Department in order to determine whether you may be able to obtain access to these rooms.

To maintain a healthy environment, we ask that all students using practice rooms wipe down all equipment in the practice rooms after use.

Lockers are available on a limited basis and are located on the lower level of the Austin Arts Center. Access to keyed lockers requires a refundable deposit of $20.00 in cash. When the key is returned, the borrower will receive a full refund. Please contact the Music Department to inquire about obtaining a locker.

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**ADDITIONAL INFORMATION**

**Registrar’s Office Deadline for Dropping MUSC 107: Monday, October 24, 2022**

 Students who wish to withdraw from *MUSC-107 Music Lessons* (or any class in which they are enrolled) after this deadline may only do so with permission of the Academic Affairs Committee and must petition the Committee for a Late Withdrawal. **These petitions are not generally approved** but are typically granted only if there is a compelling reason. If permitted, the student’s permanent record will indicate a “W” (withdrawal). To discuss Late Withdrawal, contact the Dean of Students Office. Contact the Registrar’s Office for forms and instructions on how to petition the Academic Affairs Committee for a Late Withdrawal, or obtain forms and instructions on the Registrar's Office website.

**MORE INFORMATION FOR TRINITY GRANT RECIPIENTS**

**Accepting Your Award**

 1. If you receive an email notifying you that you have been awarded a Trinity Grant for Music Lessons, a PIN# to register for MUSC-107 Music Lessons will be included if you have fulfilled all requirements on pages 3 & 4. You are required to respond via e-mail acknowledging your acceptance of the award, agreeing to enroll for credit, and declaring your intention to successfully complete *MUSC-107 Music Lessons*.

2. In order for your instructor to be paid by the Trinity Grant, you will receive a Financial Aid Verification Form. You must fill this out promptly and return it with your electronic signature to Professor Allen at Jennifer.Allen@trincoll.edu

3. If you are already registered for 5.75 credits, or if the regular Add/Drop deadline has passed, you will need to email Professor Allen for assistance in registering before the deadline of Friday, September 16.

**Before Taking Your First Lesson**

If you depend on receiving a Trinity Grant to pay your instructor’s fee, **do not begin lessons until you have received notification** **that you have been awarded a grant.** You will be responsible for paying for any lessons you take if you do not receive an award ($55 per lesson).

**Trinity Grant Recipients--Failing or Dropping MUSC-107 Music Lessons**

1. If a Trinity Grant recipient receives **a failing grade (F)** for MUSC-107, **the grant will not be awarded.** The student may either pay the instructor the full $600 directly, or the College will pay the instructor and bill the student’s Trinity account.

2. Any student who is taking the *MUSC-101 Basic Musicianship* prerequisite concurrently with MUSC-107 who fails MUSC-101, **also automatically fails MUSC-107 and,** **in such a case, the Trinity Grant will not be awarded. The student will be responsible for paying the instructor’s fee**. The same options for payment of the instructor are available as described above in #1.

3. If a Trinity Grant recipient **drops** MUSC-107 up to and including **Monday, October 24** (the Registrar’s Office deadline for withdrawal from Fall 2022 semester courses) the Trinity Grant for Music Lessons will not be awarded, and the student will be **personally responsible** for paying the instructor $55 for each of any lessons already taken.

4. If a Trinity Grant recipient **drops** MUSC 107 after **Monday, October 24** the student’s Trinity Grant will not be awarded, and the student will be responsible for paying the instructor the full $600 directly, or the College will pay the instructor and bill the student’s account.