

Case Western Reserve University
Department of Music

Case University Circle Symphony Orchestra
MUEN 385
Academic Year 2018 - 2019
Monday and Wednesday from 7:00 to 8:30 pm
Denison-Wade Rehearsal Facility, Wade Rehearsal Room

DIRECTOR AND ORCHESTRA ASSISTANTS

Director: Dr. Kathleen Horvath Office Phone: (216) 368-1613
E-Mail: kah24@cwru.edu Office: 305 Haydn Hall
Office Hours: After rehearsal or by appointment

Orchestra Assistants: Miranda Hervey – Orchestra Assistant
E-Mail: mah242@case.edu

DESCRIPTION AND PURPOSE OF THE COURSE

This ensemble is open to all interested CWRU affiliated individuals who seek to continue their musical development by performing orchestral literature. Each person is required to audition each school year to determine ENTRANCE AND INITIAL SECTION PLACEMENT.

Generally the group performs 4 to 6 concerts per year, and there will be some additional rehearsals or performances outside of class time. Great care has been given to schedule these extra practices at times when they don't conflict with other campus activities. But, given the fact that we perform concerts in venues that are not our own, we sometimes have to meet the requirements of these other facilities.

Audition Requirements and Procedure:

ENTRANCE AND INITIAL PLACEMENT AUDITION

Auditions determine if you are at the performance level of the orchestra and assign you to the appropriate section. Once you audition, you REQUEST PERMISSION IN SIS and then you will be cleared in to complete your registration. Because Auditions take the entire first week of classes the first rehearsal of the semester will not be until **MONDAY SEPTEMBER 10, 2018**

When: Beginning Monday, August 27 and going through Thursday, August 30, 2018 from approximately 4:00 to 10:00 pm in the Denison/Wade Rehearsal Facility.

The orchestra website is accessed from the Music Department home page under "Ensembles" and contains the most up to date information including audition protocol, requirements, excerpts, and the link to sign up for an audition.

REQUIRED TEXTS AND MATERIALS

Each orchestra member is expected to have all of the materials required to fulfill their obligations to the ensemble. These items include: an instrument in good working order; appropriate instrument accessories (endpin rest, shoulder rest, mute, etc . . .); and, a pencil for marking items in rehearsal. Additional materials that may be helpful are: a metronome, a tuner, and a music stand for personal practice.

In addition, each orchestra member will be assigned a folder of MUSIC (See MUSIC PROCEDURES below for additional information) to prepare for each concert. This MUSIC is to be considered a course text and must be returned at the end of each concert.

MUSIC PROCEDURES:

1. All string section parts will be distributed by stand so that the outside player has an original and the inside player has an authorized practice part. Winds and Percussion will have ONLY originals. It is the responsibility of the two string stand mates to see that the bowings get placed in the original part. But, due to the rotation of the string section, the distribution may not be equal. Each concert cycle will generate a roster which will list all personnel and part assignments. This will be posted on the orchestra Electronic Bulletin Board (Google Group) and posted in Denison Hall for your reference.
2. Each student is responsible for ALL MUSIC assigned. Marks made in the music should be made ONLY in pencil and must be erasable. See "Part Preparation" for what each student is **REQUIRED** to put in the part.
3. At the end of the performance, each student is to return their entire folder. See the "CLASS POLICY" section for consequences of lost, destroyed, or missing music.

PERFORMANCE ATTIRE:

<u>Women</u>	<u>Men</u>
Dressy Black Long Skirt or Pants	Tux or Black/Dark Suit
Dressy Black Blouse (or Long Dress)	White Long Sleeve Dress Shirt w/Black Bowtie
Dark Hose and Black Dress Shoes	Black Dress Socks and Black Dress Shoes

- PLEASE avoid flashy jewelry, skin tight attire, platform shoes, short sleeves above the mid-arm, and white socks as these detract from music making.
- ABOVE ALL this attire must be PROFESSIONAL, so please use good judgment. Things like very short skirts, bare midriffs, t-shirts, etc. will not be tolerated and may result in dismissal from the performance.

CLASS POLICY

1. ALL CASE STUDENTS PERFORMING IN THE CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA ARE REQUIRED TO OFFICIALLY REGISTER FOR THIS COURSE EVEN IF IT IS FOR "0" HOURS CREDIT.
2. Attendance is EXPECTED AT ALL REHEARSALS, SECTIONALS, COACHINGS AND PERFORMANCES . . . Throughout the semester you will have a the opportunity work with

- a. UNIVERSITY POLICY DICTATES THAT A STUDENT CANNOT BE “COMPELLED” TO MISS A CLASS TO ATTEND TO THE REQUIREMENTS OF ANOTHER CLASS. ORCHESTRA IS A CLASS. AS SUCH, YOU CANNOT BE “REQUIRED” TO MISS ORCHESTRA TO ATTEND.
- b. THERE MAY BE TIMES THAT THE SCIENCES HAVE EXAMS SCHEDULED OUTSIDE OF CLASS TIME AND SAGES COURSES HAVE 4TH HOUR REQUIREMENTS. THESE HOWEVER ARE NOT EXCUSES FOR NOT ATTENDING REHEARSAL. IF THERE IS A CONFLICT, THEN DR. HORVATH WILL COMMUNICATE WITH YOUR OTHER INSTRUCTOR AND WORK IT OUT. LOOK OVER THE DATES IN ADVANCE SO THAT YOU CAN MAKE ARRANGEMENTS WHEN A CONFLICT ARISES.

****IF YOU FIND THAT THERE IS A CONFLICT, THEN BRING IT TO THE ATTENTION OF DR. HORVATH NO LATER THAN SEPTEMBER 17, 2018. FAILURE TO BRING THIS TO DR. HORVATH’S ATTENTION MEANS THAT YOU WILL HAVE AN UNEXCUSED ABSENCE.**

- c. ACCORDING TO THE OFFICE OF GREEK LIFE A FRATERNITY OR SORORITY CANNOT “REQUIRE” YOU TO ATTEND A MANDATORY MEETING THAT WOULD CAUSE YOU TO MISS A CLASS. GREEK LIFE DOES NOT SANCTION ANY ORGANIZATION THAT “REQUIRES” A STUDENT TO MISS A CLASS TO ATTEND A MEETING. THIS ALSO APPLIES TO REHEARSALS, DRESS REHEARSALS, AND PERFORMANCES. THERE ARE ALWAYS OTHER TIMES TO PARTICIPATE.
- d. **Regular weekly rehearsals** begin at 7:00 pm. Please arrive with enough time to un-pack your instrument and assemble your music to **BEGIN** rehearsal at 7:00 pm. Most students require an additional 5 to 10 minutes to get set-up. PLEASE PLAN ACCORDINGLY. Being late is disruptive to rehearsal and as such will count against you. Therefore, arriving late 3 times will be considered the equivalent of 1 missed rehearsal. (See Absence Policy below for how this could affect your grade.) For rehearsals at MPAC or Church of the Covenant you will need to plan ahead since these facilities are different then where we regularly meet. Plan accordingly for the extra time needed to get your instrument and music to that location.
- e. **Rehearsal attendance is expected**. Absence from rehearsal not only affects you, but the entire ensemble. Therefore, attendance will be figured into your grade. In many cases, such as in the wind section, you are the only person on your part, so when you miss, the part is missing as well. For strings, rehearsal is about creating precision in the section, coordinating bowing technique, matching vibrato, etc . . . so when you are not present, it is not possible to work on this. For winds, rehearsal is about matching breathing/phrasing and clarity of articulation as well as the development of a warm expansive sound.

Throughout the semester at pre-scheduled times members of the CIM applied faculty, the Cleveland Orchestra, or other area experts will be asked to provide individual or sectional coaching to assist with the development of the aforementioned skills. It is expected that all performers will have prepared their parts in advance for such individualized rehearsals.

During the semester, there may be certain circumstances that could interfere with your attendance such as family emergency, illness, or university related travel. As such, up to 2 absences during a semester will be considered “excused.” It is not necessary to account for your whereabouts for these two rehearsals. Most performances have about 8 regular rehearsals so missing more than 2 means that you will miss over 25% of the preparation for

that concert. Therefore, starting at 3 absences your course grade will be lowered using the following scale:

Absences	Grade
0 – 2	A
3 – 4	B
5 – 6	C
7 – 8	D
9+	F

- f. **Dress Rehearsal attendance is expected.** An absence from a dress rehearsal automatically reduces the grade by **ONE LETTER.**
- g. **Concert Performance attendance is expected.** An absence from a Concert Performance automatically reduces the grade by **TWO LETTERS.**
- h. **Set-Up and Take Down Duty** is essential to the running of the orchestra. It allows rehearsals to begin and end on time, and guarantees that the load is evenly distributed among all personnel rather than on the same small group of individuals. We have ensemble staff to set up for each rehearsal, but we need each orchestra member to assist with racking chairs and stands at the end of each rehearsal. Any performance that we give in Church of the Covenant requires us to set-up and take down. So we ask that everyone pitches in to assist. This is an opportunity for you to earn extra points if you are in need of them. If you are present for both set-up and take down duty you will get extra points.
3. If you require course adaptations or accommodation because of a disability please bring this to the attention of the Director as soon as possible. All students with disabilities are encouraged to register with the CWRU Coordinator of Disability Services (368-5230).
4. The **MUSIC** that we use in this ensemble represents a substantial investment on the part of Case and/or other cooperating institutions so it must be cared for with respect. You are responsible for returning it in acceptable condition. PLEASE BE SURE TO MAKE ANY MARKINGS NEATLY IN PENCIL. FAILURE to return music will result in:
- A. withholding your final grade or diploma
 - B. required payment to replace the music if it is lost or destroyed. Total will be based on actual replacement value for that part
- Failure to return a RENTAL part will result in the student bearing the fine imposed by the rental company. These fines can exceed \$500.00.**
5. **REHEARSAL DEMEANOR** is defined as your exhibited behavior in rehearsal. It is expected that you will be early for rehearsal so that you can set-up for tuning promptly at 7:00 pm. It is also expected that you will conduct yourself as a professional during rehearsal by:
- arriving early to prepare to begin rehearsal on time, tuning happens right at 7:00 pm
 - demonstrating a positive attitude, being a constructive contributor, providing leadership, and being a good colleague
 - being attentive and participative during rehearsal
 - not engaging in conversation when you are not playing
 - coming prepared with essential items like a pencil, mutes, extra strings, etc . . .
 - preparing sections of your music that require additional outside practice, score study, or listening to professional recordings.

- making sure that you **MARK MEASURE NUMBERS** in your part, not being able to find your place takes time away from rehearsal
- **if you are a string player you must have bowings in your part EVEN if you read from your stand partners part. On the occasion that your stand partner is not in attendance, you must have your part on you for every rehearsal.**
- **STOWING YOUR CELL PHONE AND NOT TEXTING OR E-MAILING DURING REHEARSAL. FAILURE TO DO THIS CAN RESULT IN DISMISSAL FROM THE ENSEMBLE**

If you exhibit behavior before, during, or after rehearsal that is counterproductive to the functioning of the ensemble or seriously detracts from music making, you will be asked to withdraw from the course.

6. **PART PREPARATION.** Each student is expected to work on the music apart from the regularly scheduled orchestra rehearsals. The repertoire performed in this ensemble is of professional quality and will require some regular practice time on your part. Our regular rehearsal time is for putting the ensemble together not for individuals to wood-shed their parts. This means working out fingerings, marking bowings, tuning individual passages, working on rhythmic precision, etc . . . cannot be done during rehearsal. And, on those occasions that you have coachings or sectional rehearsals with outside faculty, being prepared critical for success. It is important that you taking some time to look over difficult passages between rehearsals. Also, **MARKING MEASURE NUMBERS IS REQUIRED.**

IF YOU HAVE AN APPLIED TEACHER IT IS EXPECTED THAT YOU WILL GO OVER YOUR PARTS IN YOUR LESSON. IF YOU DO NOT HAVE A PRIVATE TEACHER PLEASE ASK DR. HORVATH, YOUR SECTION LEADER, OR A GRADUATE TEACHING ASSOCIATE FOR ASSISTANCE.

It is often helpful for you to practice with a colleague or your stand partner as this serves to foster good ensemble skill.

When marking your parts use only **PENCIL** and mark neatly. It is strongly encouraged that while you are marking and preparing your part you also listen to a recording and look over the full score to get a more complete sense of the entire work. The University has a membership with NAXOS so you have access to outstanding professional recordings through the library. Scores can often be located in the Kulas Music Library or often online through IMSLP. If you routinely come to rehearsal unprepared, you will drop one letter grade, and you may be asked to drop the class.

7. **Extra Points.** If for some reason you find yourself in need of additional points because of an unexcused absence, or several tardies, you can volunteer for some extra orchestra duties such as setting up or taking down specific performance or volunteer for additional orchestra duties.
8. **Rehearsal Information:** The orchestra has as **Electronic Bulletin Board** (Google Group) that serves as a means of communication regarding rehearsal order and other relevant information. Once you have completed your audition you will be sent an invitation to “join” the Orchestra Google Group and it is expected that you will complete your sign up by following the directions. Once enrolled, you need to monitor this resource so that you get this information. Failure to be attentive to this this will result in you missing vital information. To sign up, simply follow the directions in the e-mail that is sent to you.

GRADING POLICY AND EVALUATION CRITERIA

There will be three primary considerations for grading: Preparation, Participation, and Performance. Each member is expected to be responsible, respectful, and to contribute a positive work ethic to the ensemble. Preparation and Participation account for 60% of your grade and Performance accounts for the other 40%.

Preparation: Members are expected to practice their music apart from the regularly scheduled rehearsals, sectionals and coaching. This means working out fingerings, marking in bowings, listing measure numbers, etc . . . Our ensemble rehearsal time is for bringing the group together musically. Some sectional or coaching rehearsals may be held to assist with learning difficult passages, so preparation is important to your success. All students should plan individual or small group practice time on a regular basis. **(INDIVIDUAL PRACTICE IS PREPARATION)** Consistently demonstrating unpreparedness in rehearsal will affect your grade.

Participation: All rehearsals and performances are required for all members of the Case University Circle Orchestra. In addition, a commitment to service is necessary to keep things running smoothly. The rehearsal and performance schedule is posted in July for the entire academic year so there is no reason that you do not have the schedule. **(WEEKLY REHEARSALS AND DRESS REHEARSALS ARE CONSIDERED PARTICIPATION)** Not attending rehearsals will affect your grade.

Performance: Performances are considered your **EXAMS** in this course, so your positive participation is extremely important! Not attending the Performance will affect your grade.

See the CLASS POLICY SECTION for additional information.

TENTATIVE REPERTOIRE, REHEARSAL SCHEDULE FOR ACADEMIC YEAR 2018 - 2019

PLEASE NOTE: Unless otherwise indicated all regular orchestra rehearsals take place on Monday and Wednesday evenings from 7:00 to 8:30 pm in the Wade Rehearsal Room (WRR) in the Denison/Wade Rehearsal Facility.

BECAUSE OF AUDITIONS TAKING THE FIRST FULL WEEK OF CLASSES, THE FIRST FULL ENSEMBLE REHEARSAL WILL BE ON WEDNESDAY, SEPTEMBER 5, 2018 IN THE DENISON REHEARSAL ROOM.

TENTATIVE REPERTOIRE, REHEARSAL & PERFORMANCE SCHEDULE FOR 2018 - 2019

CONCERT 1 - Schedule (Fall Semester 2018)

AUGUST	Monday, August 27 - Thursday August 30 - AUDITIONS		
SEPTEMBER	Monday	03	^ NO REHEARSAL, LABOR DAY
	Wednesday	05	✧ NO REHEARSAL - WORK DAY
	Monday	10	✧ STRING Orchestra/Denison Hall
	Wednesday	12	✧ STRING Orchestra/Denison Hall

	Monday	17	✧	STRING Orchestra/Denison Hall
	Wednesday	19	✧	STRING Orchestra/Denison Hall
	Monday	24	✧	STRING Orchestra/Denison Hall
	Wednesday	26	✧	STRING Orchestra/Denison Hall
OCTOBER	Monday	01	✧	STRING Orchestra/Denison Hall
	Wednesday	03	✧	STRING Orchestra/Denison Hall
	Monday	08	✧	STRING Orchestra/ MPAC
	Wednesday	10	✧	STRING Orchestra/Denison Hall
	SUNDAY	14		DRESS REHEARSAL, 6:30 – 9:00 pm MPAC (Maltz Performing Arts Center)

CONCERT 1: **CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA and the
CASE CAMERATA CHAMBER ORCHESTRA
MONDAY, 15 OCTOBER 2018
7:30 PM, MPAC (Maltz Performing Arts Center)**

Program: *Imprints of the 20th Century*

Prelude for String Orchestra	Gerald Finzi
Concerto for Horn and Strings Devon Reddy, soloist	Gordon Jacob
Suite for Strings Case Camerata Chamber Orchestra	Frank Bridge
Meditations on Ecclesiastes Combined Orchestras	Normal Dello Joio

CONCERT 2 - Schedule

OCTOBER	Wednesday	17	✧	FULL Orchestra/Denison Hall/Read Through
	Monday	22	^	NO REHEARSAL/FALL BREAK
	Wednesday	24	✧	FULL Orchestra/Denison Hall
	Monday	29	✧	FULL Orchestra/Denison Hall
	Wednesday	31	✧	FULL Orchestra/Denison Hall
NOVEMBER	Monday	05	✧	FULL Orchestra/Denison Hall
	Wednesday	07	✧	FULL Orchestra/MPAC
	Thursday	08	✧	FULL Orchestra/MPAC (7:30 – 9:30 pm)
	SUNDAY	11		DRESS REHEARSAL, 6:30 – 9:00 pm, MPAC

**CONCERT 2: CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA
 MONDAY, 12 NOVEMBER 2018
 7:30 PM, MPAC**

Program: *America: A Musical Portrait*

Cowboys Overture	John Williams
Adagio for Strings	Samuel Barber
American Symphonette No. 2	Morton Gould
Our Town	Aaron Copland
Hoe Down	Aaron Copland
Armed Forces Salute	Robert Lowden
America the Beautiful	Samuel Ward/Philip Rothman

CONCERT 3 - Schedule

NOVEMBER	Wednesday	14	^ NO REHEARSAL
	Monday	19	✧ FULL Orchestra/Denison Hall/Read Through
	Wednesday	21	^ NO REHEARSAL – THANKSGIVING BREAK
	Monday	26	✧ FULL Orchestra/Denison Hall
	Wednesday	28	✧ FULL Orchestra/Denison Hall
DECEMBER	Sunday	02	DRESS REHEARSAL/PERFORMANCE – CIRCLEFEST Church of the Covenant, Tentative time 1:00 pm

**CONCERT 3: CIRCLEFEST - UNIVERSITY CAROL FEST
 CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA, CASE CAMERATA
 CHAMBER ORCHESTRA, CASE CONCERT CHOIR, CASE
 CHORALE, AND CHURCH OF THE COVENANT CHOIR
 SUNDAY, 2 DECEMBER 2018
 4:00 PM, CHURCH OF THE COVENANT**

Program:	Sleigh Ride	Leroy Anderson
	A Christmas Flourish	Randal Alan Bass
	Carols TBA	

Monday	03	^ NO REHEARSAL
Wednesday	05	^ NO REHEARSAL

***** WINTER BREAK 12/20/18 – 1/13/2019 *****

CONCERT 4 (Spring Semester 2019)

JANUARY	Monday	14	✧ FULL Orchestra/Denison Hall
	Wednesday	16	✧ FULL Orchestra/Denison Hall
	Monday	21	^ NO REHEARSAL- MLK HOLIDAY
	Wednesday	23	✧ FULL Orchestra/Denison Hall
	Monday	28	✧ FULL Orchestra/Denison Hall
	Wednesday	30	✧ FULL Orchestra/Denison Hall
FEBRUARY	Monday	04	✧ FULL Orchestra/Denison Hall
	Wednesday	06	✧ FULL Orchestra/Denison Hall
	Monday	11	✧ FULL Orchestra/Denison Hall
	Wednesday	13	✧ FULL Orchestra/Denison Hall
	Monday	18	✧ FULL Orchestra/Denison Hall
	Wednesday	20	✧ FULL Orchestra/Denison Hall
	Monday	25	✧ FULL Orchestra/Denison Hall
	Wednesday	27	✧ FULL Orchestra/MPAC
MARCH	Friday	01	DRESS REHEARSAL, 6:30 – 9:00 pm, MPAC

CONCERT 4: CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA and the
CASE CAMERATA CHAMBER ORCHESTRA
SUNDAY, 3 MARCH 2019
3:00 PM, MPAC (Maltz Performing Arts Center)

Program: *Folk Expressions*

Overture to Prince Igor	Alexander Borodin
Concerto for Violin	Aram Khatchaturian
Julie Kim, soloist	
Nocturne	Alexander Borodin
Case Camerata Chamber Orchestra	
Polovtsian Dances	Alexander Borodin
Combined Orchestras	

Monday	04	No Rehearsal, Attend Symphonic Winds
Wednesday	06	✧ FULL Orchestra/Denison Hall

**** SPRING BREAK 3/09 – 3/17, 2019 ****

Monday	18	✧ FULL Orchestra/Denison Hall
Wednesday	20	✧ FULL Orchestra/Denison Hall

	Monday	25	✧	FULL Orchestra/Denison Hall
	Wednesday	27	✧	FULL Orchestra/Denison Hall
APRIL	Monday	01	✧	FULL Orchestra Denison Hall
	Wednesday	03	✧	FULL Orchestra Denison Hall
	Monday	08	✧	FULL Orchestra/MPAC
	Wednesday	10	✧	FULL Orchestra/Denison Hall
	Sunday	14		DRESS REHEARSAL, 6:30 – 9:00 pm, MPAC

**CONCERT 5: CASE UNIVERSITY CIRCLE SYMPHONY ORCHESTRA
MONDAY 15 APRIL, 2019
7:30 PM, MPAC**

Program:

Atmospheres

Prelude and Quadruple Fugue	Alan Hovhaness
Symphonic Metamorphosis	Paul Hindemith
Psalm and Fugue	Alan Hovhaness
Symphony No. 2, Mysterious Mountain	Alan Hovhaness

Wednesday	17	^	NO REHEARSAL
Monday	22	^	Reading Rehearsal, TBA
Wednesday	24	^	NO REHEARSAL
Monday	29	^	NO REHEARSAL

ADDITIONAL INFORMATION

Instrument Repair: If you find yourself in need of a repair there are several reputable individuals in town: (Carlin Violins has supplies as well)

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|---|---|
| 1. Horst's Violins (LOW STRINGS)
Mr. Horst Ubel
7650 W. Pleasant Valley Road
Parma, OH 44134
(440) 842-5576 | 2. Carlin Violins
Terry Carlin
2026 Murray Hill Road, #201
Cleveland, OH 44106
(216) 791-2440 |
| 3. Cleveland Violins
2917 Mayfield Road
Cleveland Heights, OH 44118
(216) 932-9310 | 4. Peter Zaret & Sons Violins
5767 Mayfield Road
Cleveland, OH 44124
(440) 461-1411 |

Music and Instrument Supplies: If you are in need of strings, music, or instrument accessories these mail order or local vendors are available:

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| <p>1. Educators Music
13701 Detroit Ave
Cleveland, OH 44107
(216) 226-6166</p> | <p>2. Lemur Music (Basses ONLY)
P.O. Box 1137
San Juan Capistrano, CA 92693
(800) 246-2277</p> |
| <p>3. Southwest Strings
1721 S. Cherrybell Strav
Tucson, AZ 85713
(800) 528-3430</p> | <p>4. Shar Products Company
P.O. Box 1411
Ann Arbor, MI 48106
(800) 248-SHAR</p> |

Key Card Access to Wade/Denison: Denison Hall is locked during non-class hours but registration in an ensemble will give you access. It generally takes about a month for access to be granted, so if by late September your ID still does not work, please notify Dr. Horvath.

PLEASE BE MINDFUL THAT CWRU IS AN URBAN CAMPUS AND THEREFORE THERE COULD BE INDIVIDUALS IN THE BUILDING WHO MAY NOT BE ASSOCIATED WITH SCHOOL. WHEN YOU ARE IN THE BUILDING PRACTICING PLEASE KEEP ALL OF YOUR BELONGINGS WITH YOU AND/OR LOCKED IN YOUR LOCKER. DO NOT LEAVE YOUR LOCKER UNLOCKED. MANY SMALL THINGS SUCH AS CELL PHONES, IPADS ETC . . . LEFT UNATTENDED ARE ATTRACTIVE AND CAN EASILY BE PICKED UP. DO NOT PROP OPEN THE OUTSIDE DOORS AND DO NOT LET ANYONE INTO THE BUILDING THAT YOU DO NOT KNOW. ALWAYS PLAN FOR SAFETY. IF YOU SEE SOMETHING SUSPICIOUS, CALL SECURITY X3333.

School Instruments: If for some reason you do not own your own instrument or if your instrument requires extensive repair, we have a limited number of school instruments that orchestra members can borrow. There is no fee for using these instruments, but each student must sign a contract that transfers sole responsibility for the care and return of the instrument to the student. Any damage to the instrument that is not part of regular wear and tear becomes the student's responsibility. Also, accessories or supplies such as extra strings, end-pin rests, mutes, and rosin etc... are to be the responsibility of the student. **PLEASE SEE DR. HORVATH IF YOU HAVE NEED OF A SCHOOL INSTRUMENT.**

Instrument Storage Room or Lockers: If you feel that you should leave your instrument in Denison Hall, you need to fill out a **Locker Request Form** that is available on the Orchestra website.

Denison Scheduling: If you wish to use Denison Hall for any kind of activity such as a rehearsal or meeting, you are required officially to sign-out a time. Because the facility is used extensively, it is important that you check the schedule. **DO NOT ASSUME THAT YOU WILL FIND SPACE IF YOU HAVE NOT RESERVED IT.** To sign-out Space, e-mail Jennifer Wright, the Department of Music Assistant at jmh207@case.edu, and she will do what she can to accommodate your needs and situation. Failure to officially sign-out Denison will result in the loss of your eligibility to use the facility.

Concert Performance Livestream and Recordings: Each Performance that the Orchestra has in the Maltz Performing Arts Center will be Livestreamed on one of the CWRU Livestream channels. These performances are only broadcast live and are not archived for rebroadcast. Prior to the performance the link will be circulated for of the Orchestra is recorded. Archival recording are made, but only audio. Should you decide that you want a copy of this recording you are to fill out a Recording Request form. These forms are available in the Music

Office (Haydn 201). There is a fee for these recordings that is due when you pick up your CD.

Lessons: Any student who is not a music major or minor may elect to take lessons. Please contact Dr. Horvath directly, and she will advise you about your options and the procedure for signing up.

Concerto Competition: The Department of Music sponsors an annual Concerto Competition that is open to all CASE sophomores and juniors. The actual competition takes place on Friday March 22, 2019. The compete in the competition the the entrant must:

1. be enrolled as a full time Case student during the semester of the competition and the semester of the performance
2. be taking private lessons and enrolled in either Symphonic Winds or Orchestra during the semester of the competition and the semester of the performance
3. have the competition piece approved by Dr. Horvath, by November 16, 2018
4. turn in the *Concerto Competition Request Form** by noon on December 7, 2018
4. meeting all of the required deadlines for program information etc . . . as specified on the entrance form*

* The *Concerto Competition Request Form* is located on the Music Department Website under Information For Current Undergraduate Students in the Printable Forms section.

Formal Wear Information: If you are in need of a tuxedo and do not have one there is a formal wear distributor, American Commodore Tuxedo, located only a few miles from campus that has a wide variety of reasonably priced clothing that will fit any student's budget. And, every Saturday from noon – 5:00 pm they have a warehouse sale where they liquidate new and used tuxes, vests, ties, shirts, and shoes. The address for this retailer is:

American Commodore Tuxedo
4130 Mayfield Road
South Euclid, Ohio 44121
(216) 382 - 2889