1. CHECK THE KEYBOARD BULLETIN BOARD 2nd FLOOR REGULARLY FOR ANNOUNCEMENTS OR INFORMATION.

2. CHECK EMAIL FOR CLASS COMMUNICATIONS!

3. Weekly group studio classes, Fridays, 1:00 pm, Cole Hall

4. Office hours for advising/issues posted on door, Room 255

5. Dr. Parr phone: 468-1157, email: aparr@sfasu.edu
   Cell number (only for things that can’t wait): 936-552-4882

Applied program learning outcomes:
Demonstrate basic knowledge of applicable solo repertoire as well as fundamentals of piano pedagogy, and perform on an appropriately high level of technique.

Student learning outcomes:
The student will work to improve performance skills and understanding of piano technique and musicianship. These skills will be developed in weekly lessons, practiced in studio class performances and evaluated at semester end by a jury of the faculty.

I. APPLIED LESSON REQUIREMENTS:

MUP 109, 309 (1/2 hour lesson per week): Required 10 minute, semester-end jury for the piano faculty with a minimum of 3 pages memorized and 3 pieces studied. Studio class attendance requirement is a minimum of 8 classes per semester. Student will play in studio class a minimum of 2 times per semester.

MUP 119, 319 (1 hour lesson per week): Required 15 minute, semester-end jury for the piano faculty (unless a recital semester), with a minimum of 6 pages memorized and 3 pieces studied. 2 excused absences from studio class permitted per semester. Students perform in studio class at the discretion of the professor.

MUP 129, 329 PERFORMANCE (1 hour lesson per week, performance track): Required 20 minute, semester-end jury for the piano faculty (not in recital semester), with ALL music from memory and 3 pieces studied. 2 excused studio class absences permitted. Students perform in studio class at the discretion of the professor.

All pianists taking an hour lesson may have a key to the grand piano practice rooms (250A, 250B, 265A, 265B). Forms are in the music office - $5.00 for the semester.
II. **SUGGESTED MINIMUM PRACTICE GOAL:**

- MUP 109/309: 1 hour per day.
- MUP 119/319: 2-3 hours per day
- MUP 129/329: 3-4 hours per day

III. **LESSON ATTENDANCE:** Regularity of lesson attendance will be a determining factor for the final semester grade. *Final semester grades may vary one letter grade higher OR lower than the jury grade average, at the discretion of the applied professor.*

1. Lessons missed due to absence of the professor will be made up.
2. Lessons missed due to student illness are normally made up.
3. Random lesson time changes requested by the student for non-health reasons can not always be honored. The best course is to swap lesson times with another student in the class that week & inform the professor.
4. Lessons missed for official university holidays are not normally made up.

IV. **RECITAL ATTENDANCE:** *All piano majors are required* to attend all student, faculty and guest artist piano solo or chamber recitals and orchestra concerts involving piano soloists. Attendance will be monitored, and faculty should be notified AHEAD OF TIME if the student must miss for reasons of work, illness or death in the family. *Last minute studying for a test is NOT a valid reason.* Your final grade may be negatively affected if you do not participate regularly.

V. **PRACTICE ROOMS:** Policy for Locked Piano Rooms:

1. Do not “camp out” for hours in a room or “reserve” it with your stuff; it is not your personal office.
2. Lock the door when you leave!
3. Non-piano majors should not be in locked piano rooms. You may ask them to leave.
4. Use upright pianos during high volume hours, if you are learning notes.
5. You are entitled to sign up for a grand room the hour prior to your piano lesson. Additional sign up for a minimum of 2 hours per day will take place around the second week of the semester – ONLY sign up if you plan to use the room regularly!
6. Report problems with the pianos to technician Paco Morales: pacopianospr@hotmail.com / 568-4536 / Room 174 music building.

VI. **DEGREE RECITALS:** When planning your degree recital, note:

1. Undergraduates: A PRE-HEARING is to be scheduled 3 weeks prior to the recital date. This is for the student's benefit. All music must be memorized by the pre-hearing date.
2. DO NOT send out recital invitations or arrange flights for relatives before passing your pre-hearing! The keyboard faculty reserves the right to postpone a recital that is not up to degree recital standards.
3. IMMEDIATELY after passing the pre-hearing **THE STUDENT** must arrange for the printing of programs. Templates can be downloaded from the music office. The applied teacher MUST PROOF-READ the program BEFORE it is printed and copied.
Academic Integrity:
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit.

Withheld Grades Semester Grades Policy:
Ordinarily, at the discretion of the instructor of record and with the approval of the Academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically will become an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Students with Disabilities:
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.