

CHORAL ENSEMBLE ATTENDANCE POLICY

Because our choral ensembles strive to maintain a tradition of excellence in performance, it is imperative that each singer contributes 100% effort. This means that regular, punctual attendance is essential.

Grades are based on attendance, participation, knowledge of music and contributions to the group. Individual choir syllabi contain further detail about evaluation procedures.

1. **There are to be NO absences**, since daily attendance guarantees good musical preparation.
2. Three tardies equal one absence. (Notify your choir manager and conductor if you have a previous class across campus and cannot be on time.)
3. Your grade will drop 5 points for each unexcused absence (documented emergencies are considered excused).
4. After three unexcused absences, the conductor will report your absence to the Registrar. Legitimate absences (for severe illness, a death in the family, etc.) must be called in or e-mailed to the conductor or choir manager **before** the missed rehearsal. Conductors will provide their contact information on their syllabi. **Absences for illness must be documented with a doctor's note.**
5. **All dress rehearsals and performances are mandatory. Any irreconcilable conflicts with any rehearsals or performance must be noted in writing to the choir manager and the conductor by the second Monday of each term.** Please read your syllabus and calendar carefully to check your schedule for potential conflicts. Enter everything in your personal schedule. School comes first.
6. Do not schedule routine doctor's appointments, applied lesson makeups, conferences with professors, or job interviews, etc. during rehearsal time. None of these constitutes an emergency. School comes first.
7. Music majors are expected to avoid scheduling professional gigs during class, dress rehearsal, or concert times. School comes first.
8. If you are feeling ill but attending your other classes, you are expected to attend rehearsal. If you are poor vocal health, please sit to the side, following your music, and taking written notes. Students who sit out excessively will be asked to bring either a doctor's note or a letter from a studio voice teacher explaining why it is not possible to sing in rehearsal.

Everyone's cooperation in abiding by these expectations will help the ensembles achieve their best.

Thank you!

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