

Accompanying guidelines for all students

For pianists

- Any accompanying activity outside your three MUSC 137 assignments is an extra-curricular activity, and should NOT affect performance in applied lessons, areas and studio classes. Excessive amounts of accompanying that affects your performance in applied lessons WILL affect your final grade.
- Before agreeing to an assignment, please make sure you have enough room in your schedule to prepare the piece, attend all agreed upon rehearsals, lessons and performance dates. Ask your soloist and/or their teacher, the expected amount of rehearsal and lesson attendance for their event. Don't agree to an assignment if you cannot manage that time commitment.
- Remember – when you agree on an assignment, you are entering into a professional contract with the soloist. Where possible, have all communication (compensation, dates, amount of lessons expected, etc) written in an email, rather than text or verbal communication. This is for your protection in the case of any dispute.
- If a vocalist or instrumentalist asks you to prepare additional pieces, please make your policy clear (preferably in writing) about lead time to receive music before a lesson. A reasonable amount is two to three weeks. Stick with this policy – if you don't, then you should assume responsibility for ill preparation.
- Once you have agreed on an assignment, it is also your responsibility to communicate with your soloist about rehearsing, juries and performances. Don't expect them solely to contact you. You have to be an active participant in this relationship, otherwise you will suffer the consequences of being ill-prepared.
- It is important to think very carefully before you agree on an assignment, regardless of your relationship with your soloist. Ask your teacher if you feel the piece is appropriate for your level – don't assume that you can manage it and then find out later that you can't. This is your responsibility as a professional to know your limitations and schedule.

Please remember: the following actions are NOT acceptable and professional:

- Agreeing to an assignment, then backing out and leaving your soloist without an accompanist
- Partially committing e.g. ("I'll take a look at it), and eventually declining at the last minute, leaving the soloist stranded
- Switching the assignment with another pianist without consultation with the soloist or applied teacher
- Cancelling a rehearsal or lesson, without giving any additional options to make this up, or not showing up for a rehearsal or lesson, without any follow up communication.

For instrumentalists/vocalists

- Communicate clearly your lesson time, recital jury and recital date (if playing a recital) as soon as you know them. Make sure you also communicate how many lessons you expect your pianist to attend. Once you start working with an accompanist, please also give enough notice (at least two weeks) to your accompanist if you are planning on playing on an area or departmental. Two days or even one week before is not acceptable. If you need to change your recital date or jury, please communicate clearly with your accompanist before looking at alternative dates.
- Stay in touch with your accompanist, especially if your recital is later in the semester, or if you gave them your music way in advance. Since pianists prioritize their work based upon immediacy of event, if you don't plan a regular rehearsal schedule, they can often neglect practicing your piece.
- If you are planning on giving new pieces to your accompanist, please give the music at least 2 weeks in advance before expecting them to play it in your lesson. Any less, and you risk having an unprepared accompanist.
- Instrumentalists - please communicate approximate final tempo with a pianist early in the rehearsal process – it will help them in their preparation.

Please remember: the following actions are NOT acceptable and professional:

- Not giving enough lead time for a new piece or a performance, and not informing your teacher of this situation
- Expecting a student to sight read or “get through” a rehearsal, lesson or jury due to your negligence, and not informing your teacher of this situation
- Inform your accompanist way ahead of time about your recital, but never communicate or rehearse until one week before the event, and not inform your teacher of this situation
- Change your recital date several times without consultation of your accompanist's schedule, and still expect your accompanist to play for you.
- Telling your accompanist that you are not required for a lesson, and then changing your mind at the last minute
- Deciding to switch accompanists in the middle of an assignment, without any communication with them, their piano teacher or your teacher.

For both parties, communication is key. Please make it a priority to communicate professionally and courteously, and be sympathetic to one another. This will allow for a good working relationship and a good performance!