

MONTCLAIR STATE UNIVERSITY

**JOHN J. CALI
SCHOOL OF MUSIC**

EXTENSION DIVISION

— Preparatory Center for the Arts —

FALL 2017 – SPRING 2018

COURSE CATALOG



*Music Lessons, Classes and Ensembles for
Youth, High School Students and Adults*

Web: <http://www.montclair.edu/arts/cali-school-of-music/preparatory-center-for-the-arts/>.

E-mail: musicprep@montclair.edu **Voicemail:** (973) 655 - 4443

JOHN J. CALI SCHOOL OF MUSIC EXTENSION DIVISION

PREPARATORY CENTER FOR THE ARTS

Starting the 2017 – 2018 academic year the Preparatory Center for the Arts is becoming the John J. Cali School of Music Extension Division. We are expanding the programming we offer in order to provide more musical opportunities and experiences for the community!

The Extension Division is part of the John J. Cali School of Music in the College of the Arts at Montclair State University. It was first established as the Music Preparatory Division in 1976 to provide musical education and training for all age groups. Through the years the division has served as a supplemental musical enrichment for some and a comprehensive musical training ground for others who have gone on to pursue successful careers in music. The John J. Cali School of Music Extension Division is dedicated to providing students of all ages, backgrounds and levels of ability with the experience of learning music in an encouraging environment intended to enhance creative growth and foster a life-long understanding of and appreciation for the musical arts. The John J. Cali School of Music Extension Division provides one of the most unique learning environments in Northern New Jersey, offering students of all ages the opportunity to share music experiences with professional artist-teachers, energetic-enthusiastic music majors as well as members of the John J. Cali School of Music's renowned faculty in a beautiful state-of-the-art facility on the Montclair State University campus. We invite you to be a part our musical community!

ADMINISTRATION

COLLEGE OF THE ARTS

Daniel A. Gurskis: Dean

Dr. Ronald Sharps: Associate Dean

JOHN J. CALI SCHOOL OF MUSIC

Dr. Robert Cart: Director

Anthony Mazzocchi: Associate Director

EXTENSION DIVISION

Dr. Marla A. Meissner: Director

Letitia G. Stancu: Office Administrator

Ruth Brons: Coordinator, Suzuki Strings

Kimberly McCrann: Conductor, Youth Orchestras

NEW STUDENTS

Individuals interested in what the Extension Division has to offer are invited to attend one of our Open Houses. These events are a great way to learn more about the Extension Division, meet some faculty and staff, take a walk through the beautiful Chapin Hall Building and get acquainted with the campus. New Students are not required to attend an Open House. Registration can be done online or through the mail.

OPEN HOUSE DAYS

Fall 2017

WHERE: Chapin Hall – Ground Floor Atrium

WHEN: Saturday, September 9: 10:00 am – 2:00 pm

Spring 2018

WHERE: Chapin Hall – Ground Floor Atrium

WHEN: Saturday, February 10: 10:00 am – 2:00 pm

PARKING

Park in the Red Hawk Deck & follow the signs

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MUSIC STUDIES & ACTIVITIES FOR YOUTH, HIGH SCHOOL STUDENTS AND ADULTS

Extension Division programming is for students age 3 through adult. Private lessons, ensembles and classes are scheduled on a 14-week semester basis and divided into fall and spring terms. Ensembles and classes primarily meet on Saturdays. Private lessons can be scheduled for Saturdays or weekdays. Extension Division students are provided the opportunity to perform on an end of the semester recital.

PRIVATE STUDIO LESSONS

Private Studio Lessons provide one-on-one comprehensive training with a skilled artist-teacher. Our instructors are able to work with beginning students through the very advanced. Private Studio Lessons meet once a week in coordination with the program's semester calendars. The semester calendars can be found on page 14.

Instrumental

Students age 4 and older interested in instrumental lessons can take private lessons ranging in duration from 15-minutes for the very young to 60-minutes for the more advanced student. Private instrumental lessons are available for piano, strings, brass, woodwinds and percussion.

Vocal

Students interested in vocal lessons generally start at age 12 or later. An initial meeting with a vocal faculty member is required before scheduling vocal lessons.

Composition

Students interested in composition lessons must be proficient in note and rhythm reading. Students are encouraged to bring any examples of pieces they have created.

Private Studio Lesson Fees (14-week semester)

| Lesson Length | Semester Cost |
|---------------|---------------|
| 15 minutes | \$420 |
| 30 minutes | \$630 |
| 45 minutes | \$785 |
| 60 minutes | \$1,050 |

- ✚ **Elective Option:** Students participating in private studio lessons may also elect to participate in ensembles or certain classes. These electives are offered at a reduced price for Extension Division members. Private Studio Lesson students can select up to 2 classes or ensembles from the electives listing at the discounted price. Please see pages 5 – 6 for the elective listing. Additional ensembles may be added to a schedule at regular class/ensemble pricing. Please see pages 6 - 9 for class/ensemble descriptions. Private lesson scheduling is based around classes and/or ensembles selected.

SUZUKI LESSONS

The Suzuki Method evolved from Dr. Suzuki's approach in teaching the violin. He pioneered the idea that young children could learn to play the violin if the learning steps were small enough and the instrument was scaled down to fit their body size. The musical accomplishments of the child are a result of a team effort involving parent, child and teacher. A positive atmosphere is essential to the success of the method. A parent/guardian must accompany the child to the lessons and serves as a surrogate teacher at home supervising practice. Note reading is integrated as the readiness becomes apparent while the student develops imitative listening and memory skills.

Suzuki Violin Study

Suzuki violin study consists of two components: a 15, 30, 45 or 60-minute private lesson and a 30-minute Suzuki Group Class. The fees listed are based on the length of the private lessons and include the cost of the group class.

Suzuki Violin Fees (14-week semester)

| Lesson Length | Semester Cost |
|---------------|---------------|
| 15 minutes | \$635 |
| 30 minutes | \$785 |
| 45 minutes | \$985 |
| 60 minutes | \$1,080 |

Suzuki Violin Group Classes

| Class | Time | Room |
|---------------|---------------|------|
| Pre-Twinkle | 9:00 – 9:30 | G01 |
| Pre-Twinkle | 11:00 – 11:30 | G01 |
| Twinkle | 9:00 – 9:30 | G02 |
| Twinkle | 11:00 – 11:30 | G02 |
| Book I | 9:00 – 9:30 | 201 |
| Book I | 11:00 – 11:30 | 201 |
| Book II - III | 9:30 – 10:00 | 201 |
| Book II - III | 11:30 – 12:00 | 201 |
| Book IV - V | 10:00 – 10:30 | 201 |
| Book VI & up | 10:30 – 11:00 | 201 |

String Students studying privately elsewhere are welcome to join one of our Book Classes at a cost of \$300 per semester plus the registration fee.

- ✚ **Elective Option:** Suzuki Violin Students may elect to participate in a theory/musicianship class and ensemble elective or elective combination package at a reduced rate. Please see pages 5 – 6 for the elective listing. Additional ensembles may be added to a schedule at regular class/ensemble pricing. Please see pages 6 - 9 for class/ensemble descriptions.

ELECTIVE OPTIONS

Students taking private lessons through the Extension Division may also opt to take elective classes and/or ensembles. These electives are offered at a reduced price. Private lesson scheduling is based around the elective ensembles, classes and, if applicable, Suzuki book class time.

- ✚ **Private Studio Lesson Students** may opt to take a theory/musicianship class and ensemble elective or ensemble combination package at the discounted rate. Any electives beyond this are charged at full price.
- ✚ **Suzuki String Students** may elect to participate in a theory/musicianship class and ensemble elective or combination package at the discounted rate. Any electives beyond this are charged at full price.

Class and Ensemble Electives

| Class | Time | Room | Elective Price | Full Price |
|-----------------------|---------------|------|----------------|------------|
| CHAMBER | | | | |
| Chamber Ensembles | TBA | TBA | \$225 | \$490 |
| Chamber Winds | 1:15 – 2:15 | 230 | \$180 | \$355 |
| FIDDLE CLASSES | | | | |
| Fiddle Bugs | 10:00 – 10:30 | G02 | \$115 | \$300 |
| Fiddle Stars | 9:30 – 10:00 | G02 | \$115 | \$300 |
| HARP ENSEMBLE | | | | |
| Harp Ensemble | 9:45 – 10:45 | G01 | \$185 | \$375 |
| ORCHESTRAL | | | | |
| Cadet Strings | 12:15 – 1:00 | G01 | \$140 | \$340 |
| Youth Orch (Junior)* | 12:15 – 1:15 | 201 | \$180 | \$355 |
| Youth Orch (Full)* | 12:15 – 2:15 | 201 | \$230 | \$500 |

Elective Combination Packages

| Combination Package | Elective Price | Full Price |
|----------------------------------|----------------|------------|
| Chamber Ensemble/Cadet Strings | \$265 | \$600 |
| Chamber Ensemble/Youth Orchestra | | |
| Junior Member | \$300 | \$600 |
| Full Member | \$415 | \$700 |
| Chamber Winds/Youth Orchestra | \$230 | \$500 |

Theory/Musicianship Class Electives

| Class | Time | Elective Price | Full Price |
|---------------------------|---------------|----------------|------------|
| Sight Reading for Strings | 10:30 – 11:00 | \$115 | \$300 |
| Theory | TBA | \$140 | \$340 |

CLASS AND ENSEMBLE DESCRIPTIONS

Classes and ensembles meet Saturdays on a 14-week semester basis divided into fall and spring terms.

CHAMBER ENSEMBLES

Placement auditions are held on the first Saturday of each semester at 11:00 in Chapin Hall. The audition room will be posted.

Chamber performance can be one of the most rewarding music experiences. Chamber groups are small ensembles with mixed instruments usually consisting of three to four performers per group. Because each player has a separate individual part, it is essential that students attend rehearsals regularly and practice their parts outside of rehearsal.

Instructor: TBA

Day/Time: Saturdays, TBA

Cost: \$490

Chamber/Orchestra Combination Packages

The Chamber/Orchestra package has been designed for those interested in both performance experiences.

Chamber/Orchestra (Junior Member) Cost: \$600

| Class | Time | Instructor | Location |
|------------------|--------------|------------|----------|
| Youth Orchestra | 12:15 – 1:15 | McCran | 201 |
| Chamber Ensemble | TBA | TBA | TBA |

Chamber/Orchestra (Full Member) Cost: \$700

| Class | Time | Instructor | Location |
|------------------|--------------|------------|----------|
| Youth Orchestra | 12:15 – 2:15 | McCran | 201 |
| Chamber Ensemble | TBA | TBA | TBA |

NEW! FIDDLE CLASSES

WHY FIDDLE? Why not fiddle?! Fiddle music is the Suzuki method in its natural habitat-Learning music by ear, in a supportive community with a common repertoire, and passing it on to future generations! There are traditions of fiddle music in many cultures around the world, including the USA. Fiddle music emerges when people who harbor the traditional music of their culture play that music on the violin, for enjoyment, self-expression, and for social dancing. Modern fiddle music has evolved into an ever more complex, ever changing, virtuosic and artistic form of musical expression on the violin, continuing the traditions with creativity and flair. A culture's fiddle music is shaped through a process of "musical natural selection" with each new generation learning, playing, and adapting the music, much like a living language. Thus fiddle traditions are mostly aural traditions though fiddlers are musically literate and learn to read and write music notation. Honing the skill of learning tunes by ear is an invaluable education for any musician, as it allows one to learn not only what they hear from the outside, person to person, but also to play what they hear in their own heads, paving the way for composing. Through learning fiddle, violinists learn to approach their instruments in a new way that gives freedom to be creative, to make music with their peers or anyone around the world who shares their musical "language," for fun, for enjoyment, for dancing, and to be part of a living tradition that they can take pride in continuing and eventually pass on to future generations.

How?: Fiddle music combines the violinist aspects of classical music, the improvisational aspects of jazz, the forms and chord changes of rock and pop, the ornamentation and dance forms of Baroque music, and the challenges of integrating rhythm into your playing through playing for dancing. Through studying scales, chords, and the rhythms of particular fiddle traditions, students develop the basics of our

musical "language." Through learning tunes aurally by call and response, students develop ear training skills, and really learn to listen to each other. Through connecting what we play with our voices and our "inner ear" we learn to play with more musicality.

FiddleBugs

For students in Suzuki/O'Connor books 1-3: Scales and modes covered: A Maj, D Maj, G Maj, E min, B min, A mix, D mix, G pentatonic. Arpeggios and chords covered: A maj, A min, D maj, D min, G maj, G mix, E min, B min. Tunes covered: We will learn a mix of Irish, Scottish, Quebequois, and American Old Timey tunes in Jig (6/8), Reel (2/2), Polka, (2/4) and Waltz (3/4) time, through aural call and response. Sheet music will be supplied but please bring a recording device to class to record the tunes.

Instructor: Amy Beshara
Day/Time: Saturdays, 10:00 – 10:30 AM Location: G02
Cost: \$300

FiddleStars:

For students in Suzuki/O'Connor books 4 and up. Scales and modes covered: All of the scales and modes in the FiddleBugs class as well as F Maj, D min, B flat Maj, G min, E Maj, C Maj, A min, and more modes and pentatonic scales. Arpeggios and chords covered: F Maj, D min, B flat Maj, G min, E Maj, C Maj, E flat Maj. We'll learn a mix of Irish, Scottish, Quebequois and American old time fiddle tunes, in addition to the Jigs, Reels and Waltzes learned in FiddleBugs, we will add strathspeys, Marches, Hornpipes, Slip Jigs, Slides, Hop jigs and slow airs. Sheet music will be supplied but please bring a recording device to record tunes in class.

Instructor: Amy Beshara
Day/Time: Saturdays, 9:30 – 10:00 AM Location: G02
Cost: \$300

ORCHESTRAL ENSEMBLES

Cadet Strings

Cadet Strings is designed for string students who have completed Suzuki Book I or the equivalent. Woodwind and percussion students are also welcome. The ensemble encourages note and rhythm reading in a fun dynamic environment!

Conductor: Tricia Gruswitz
Day/Time: Saturdays, 12:15 – 1:00 PM Location: G01
Cost: \$340

Youth Orchestra

Audition Required - Please see the next page for audition information

The umbrella orchestra of some fifty pre-college, college and continuing education musicians, the Montclair State University Youth Orchestra performs unarranged standards of the orchestral repertoire, from Baroque through contemporary. The ensemble is open to strings, winds, brass, and percussion. The 2017 - 2018 season promises to be very special! Interactive collaborations are planned with John J. Cali School of Music composers and members of the renowned International Contemporary Ensemble. This season is not to be missed!

Junior Orchestra

Comprised of Junior Members as well as Full Members age 14 and under, the Junior Orchestra performs moderately advanced works each semester. Recent performances included "La Rejouissance" from *Music for the Royal Fireworks* by Handel.

Conductor: Kimberly McCrann
Day/Time: Saturdays, 12:15 – 1:15 PM Location: 201
Cost: \$355

Chamber Sinfonia

The Chamber Sinfonia is an advanced chamber orchestra for exceptional string players. Recent performance highlights include Corelli's Concerto Grosso, Op. 6 No. 1 and Diego Garcia's contemporary *Aurora Borealis*.

Full Member
Conductor: Kimberly McCrann
Day/Time: Saturdays, 12:15 – 2:15 PM Location: 201
Cost: \$500

Youth Orchestra Audition Information

When: Saturday, September 9, 10:00 AM – 2:00 PM
Saturdays, September 23 and 30, Time TBA

Audition Suggestions

Violin I

- A standard movement of a concerto or sonata
- A three-octave scale of your choice

Violin II

- A piece on the level of Suzuki Book 5
- A two-octave scale involving third position

Violin III

- A piece on the level of Suzuki Book 3 or 4
- A two-octave scale involving at least 3 flats or 4 sharps

Viola

- A standard movement of a concerto or sonata
- A three-octave scale of your choice

Cello

- A standard movement of a concerto or sonata
- A two-octave scale involving shifting

Bass

- A solo of your choice which demonstrates your abilities
- A two-octave scale of your choice

Woodwinds, Brass, Percussion

- Bring a piece you are currently working on and comfortable performing

CHAMBER WINDS

Chamber Winds is open to woodwind, brass and percussion players. Students will have the opportunity to perform pieces of various musical styles in a fun supportive environment. This ensemble will strengthen note and rhythm reading as well intonation.

Instructor: Angelina Hamada

Day/Time: Saturdays, 1:15 – 2:15 Location: 230

Cost: \$355

Youth Orchestra/Chamber Winds Combination Cost: \$500

This special discount combination is for students who do not take private lessons through the Extension Division but want to participate in both the Youth Orchestra and Chamber Winds.

HARP ENSEMBLES

The Harp Ensembles offer young harpists the opportunity to experience making music with a group. This is a wonderful addition to private lessons as it helps further develop listening skills, rhythmic accuracy, and performance readiness.

NOTE: Ensemble level is recommended by the instructor

Harp Ensemble I

Beginners to intermediate level harpists are welcome! This ensemble will focus on playing with a group, cover the basics of understanding conducting patterns, rhythmic counting, following a conductor, developing peripheral vision, and listening.

Instructor: Loretta O'Driscoll

14 Saturdays, 9:45 – 10:45 Location: G01

Cost: \$375

Harp Ensemble II

Intermediate to advanced intermediate level players are welcome! This ensemble will focus on counting and understanding subdivisions of the beat, compound meter conducting patterns, following non-verbal direction from the conductor aside from the beat, as well as refining dynamics, gesture, and phrasing.

Instructor: Loretta O'Driscoll

14 Saturdays, TBA Location: TBA

Cost: \$475

MUSICIANSHIP & THEORY CLASSES

Sight Reading for Strings

This class is open to violinists, violists and cellists in Late Suzuki Books 1 through Book 3 (or equivalent) with a desire to improve their note reading literacy. Classroom materials will be supplied, and techniques for reading music will be built upon week-by-week and presented in an upbeat playful way. Students will be given brief but mandatory homework assignments that build upon their note reading during the week; a minimum of 5 minutes a day of at-home preparation will be required to remain in good class standing.

Instructor: Kimberly McCrann
14 Saturdays, 10:30 – 11:00 Location: 230
Cost: \$300

Music Theory

For students age 9 and older. Students are exposed to the fundamental principles and practices of music construction. Through reading, analysis, composing, and progressive refinement of aural skills students are given a broad understanding of music in a fun-to-learn environment. The theory curriculum is designed as a comprehensive sequential foundation for musicians.

Instructor: TBA
Day/Time: TBA Location: TBA
Cost: \$340

NOTE: Music Theory placement is by placement exam. The placement exam is given the first day of classes. For students entering after the first week of classes the exam will be given at the time of individual registration

MUSIC TECHNOLOGY

Music Technology classes are intended for High School age students. Middle School age students may be accepted into a class at the discretion of the class instructor. All music technology classes are held in the John J Cali School of Music's state-of-the-art computer lab.

There is a \$10 processing fee in addition to the class cost. The regular semester registration fees do not apply to music technology classes. The MSU Discount and Family Discount cannot be applied to this program area.

Using Music Notation Software for Practice and Composition

Designed as a technological supplement to AP Music Theory courses, students will learn to use Finale music notation software in order to augment both their practice and theoretical skills. Students will be able to notate and play back their own original works or make basic arrangements of pre-existing works. They will learn different operating procedures in a variety of musical styles including classical and popular genres.

Instructor: Christopher Opperman
Time: 9:00 – 10:00 AM, Saturdays, October 14 – November 18
Location: 122
Cost: \$170

GarageBand/Songwriting for Beginners

This class is designed for the aspiring songwriter. Students will learn the basics of recording and digital audio workstations in the context of producing their own songs, compositions, or covers. Students will also learn about lyric writing, song structure, arrangements and groove.

Instructor: Christopher Opperman
Time: 10:00 – 11:00 AM, Saturdays, October 14 – November 18
Location: 122
Cost: \$170

ADVANCED INSTRUCTION FOR HIGH SCHOOL STUDENTS

ADVANCED STUDIO INSTRUCTION

Advanced studio instruction provides motivated High School age students who are passionate about music performance or music composition the opportunity to study with John J. Cali School of Music performance and composition faculty. A 30-minute trial lesson/meeting is required for acceptance into this program area. Once accepted, students can set up a lesson schedule in coordination with the faculty member. Five to twelve lessons may be arranged.

Trial Lesson: \$50 *(The trial lesson must be paid in full before the lesson can be scheduled. There are no additional fees.)*

Advanced Studio Lessons Fees: *(Must be accepted into the program area)*

45-minute lessons: \$75 per lesson

60-minute lessons: \$95 per lesson

There is a \$10 processing fee in addition to the cost of the lessons. The semester registration fees do not apply to this program area. The MSU Discount and Family Discount cannot be applied to this program area.

ADULT STUDIES AND ACTIVITIES

The Extension Division is focusing on creating more music opportunities and activities specifically for adults. Please check our website frequently for additional activities and opportunities for adults.

PRIVATE STUDIO LESSONS FOR ADULTS

Private Studio Lessons provide one-on-one comprehensive training with a skilled artist-teacher. Our instructors are able to work with beginning adult students through very advanced who are looking to further refine their technique and artistry. Adult students are welcome to participate in regular Extension Division private studio lessons which means committing to a 14-week semester. Knowing how busy many adult schedules are the John J. Cali School of Music Extension Division is now offering a more flexible lesson option for adult students who are not able to commit to a complete 14-week semester. Adult students can now opt to commit to any number of lessons ranging from five to twelve per semester! The specific lesson schedule and dates will be coordinated with the Extension Division faculty member.

Private Studio Lesson Fees

30-minute lessons: \$45 per lesson

45-minute lessons: \$56 per lesson

60-minute lessons: \$75 per lesson

There is a \$10 processing fee in addition to the cost of the lessons. The semester registration fees do not apply to this program area. The MSU Discount and Family Discount cannot be applied to this program area.

ADVANCED STUDIO LESSONS FOR ADULTS

Adult students who are advanced musicians and passionate about music performance or music composition may request to study with a John J. Cali School of Music performance or composition faculty member. A 30-minute trial lesson/meeting is required. Once accepted, students can set up a lesson schedule in coordination with the faculty member. Five to twelve lessons may be arranged per semester.

Trial Lesson: \$50 *(The trial lesson must be paid in full before the lesson can be scheduled. There are no additional fees.)*

Advanced Studio Lesson Fees: *(Must be accepted into the program area)*

45-minute lessons: \$75 per lesson

60-minute lessons: \$95 per lesson

There is a \$10 processing fee in addition to the cost of the lessons. The semester registration fees do not apply to this program area. The MSU Discount and Family Discount cannot be applied to this program area.

Chamber Music for Adults

Chamber performance can be one of the most rewarding music experiences. The Extension Division's chamber ensembles for adults are open to strings, piano, woodwinds and brass players. Ensembles are organized by interest and ability and are coached by experienced Extension Division faculty members. There are ten one hour coached rehearsals per semester.

Placement: Participants will be placed in a chamber ensemble that matches their ability and interests. A placement meeting will be scheduled and includes playing for the program coordinator and other chamber faculty.

Chamber Ensemble pricing is contingent on the size of the ensemble:

Two Members: \$450

Three – Five Members: \$300

Six plus Members: \$200

There is a \$10 processing fee in addition to the ensemble cost. The semester registration fees do not apply to this program area. The MSU Discount and Family Discount cannot be applied to this program area.

REGISTRATION INFORMATION & PROCEDURES

Step 1. Send in a completed registration form

Online Registration

1. The registration form is available online. Go to montclair.edu/arts/cali-school-of-music/preparatory-center-for-the-arts/.
2. Complete the registration form and e-mail it to musicprep@montclair.edu

US Mail Registration

Complete the Registration Form and mail it to our office:

Extension Division
John J. Cali School of Music
Chapin Hall
Montclair State University
Montclair, NJ 07043

Step 2. Registration Processing

Upon receipt of your registration form the Extension Division office will start working on processing your schedule requests.

Step 3. Semester Schedule Confirmation

Once a schedule has been established, the Extension Division office will send confirmation of your semester schedule via e-mail.

Step 4. Invoicing

When your semester schedule has been confirmed and accepted the Extension Division office will e-mail a semester invoice.

Payments & Fees

Payment can be made by check (payable to *Montclair State University*), money order or credit card authorization (The form is available on our website. Master Card, Discover, and Visa are accepted).

Registration Fees: *The registration fee is non-refundable and is not applied to the tuition.*

Semester registration fees do not apply to Advanced Studio Instruction, Music Technology Classes, or Adult Studies and Activities

| | |
|-------------------------------|----------------------------|
| Individual per semester: \$35 | Individual Full Year: \$50 |
| Family per semester: \$50 | Family Full Year: \$65 |

Full Year Registration Option: Students who expect to return in the spring semester are encouraged to register for a full year. Full Year students will automatically be re-registered for the spring semester. Full Year students can request schedule changes. Tuition for Full Year students is billed on a per semester basis.

Installment Plan Option: The Installment Plan payment option allows for the total semester bill to be made in three payments. There is a \$30 installment fee per semester for this payment option. The payment schedule and amount due per payment are listed on the bottom of each semester invoice statement. No additional invoices are sent.

AUTOMATIC PAYMENT: For your convenience, an installment payment plan can be set up via Credit Card Authorization. Your credit card will be automatically charged on the specified installment due dates.

Processing Fee: The \$10 fee only applies to Advanced Studio Instruction, Music Technology Classes, and Adult Studies and Activities.

Late Fee: A late fee of \$30 is applied to any installment payment or invoice not paid within one week after the due date.

Over Due Accounts: Any account 30 days past due will result in student suspension or dismissal from the program. Unless payment arrangements are made in advance, any account 60 days past due is automatically sent to a collection agency.

Student Schedule Changes/Transfer Fees

Students may make schedule changes up to the fifth week of the semester. After the fifth semester week a student schedule is considered set. In the event a student wants to make a schedule change after the fifth week of class a transfer fee of \$20 will be applied per schedule change.

DISCOUNTS

MSU Discount

Montclair State University students, employees, alums and their families are entitled to a 10% discount on fall/spring semester tuition. This discount does not include the registration fee. This discount cannot be used for Music Technology Classes, Advanced Instruction for High School Students or Adult Studies and Activities.

Family Discount

The Family Discount is for families with more than one individual enrolled. Full tuition is paid for one family member only: A 10% tuition discount is offered for each additional family member enrolled. In those instances where there is a difference between tuition totals, full tuition is paid on the highest tuition total. All remaining family members are eligible for the 10% discount. This discount does not include the registration fee. The Family Discount cannot be used in conjunction with the MSU Discount. This discount cannot be used for Music Technology Classes, Advanced Instruction for High School Students or Adult Studies and Activities.

REFUND POLICY

The first five weeks of the semester are considered a trial period. In the event a student needs to drop, the account will only be charged for the lessons, classes, and/or ensembles actually taken. Any overpayment as a result of the withdrawal will be refunded. After the fifth week of the semester refunds are issued only after a request in writing to the Director has been made indicating the reason for withdrawal. Please allow 4 weeks for refund processing.

GENERAL INFORMATION

EXTENSION DIVISION OFFICE

Location: Chapin Hall, Room 450

Office Hours:

Saturdays: 8:30 am – 2:30 pm – During the fall and spring semesters

Tuesday, Wednesday and Thursday: 11:00 am – 4:30 pm

Appointments are recommended.

E-mail: musicprep@montclair.edu

Voicemail: (973) 655 – 4443

Fax: (973) 655 – 5279 *(Please do not fax credit card information)*

PARKING

The most convenient parking in proximity to Chapin Hall is the Red Hawk Parking Deck. There are short-term use fees for parking in the deck.

CLOSINGS DUE TO WEATHER

Notice of cancellations due to hazardous weather will be recorded on the Extension Division's outgoing voicemail (973) 655-4443 and when possible sent via e-mail. The Montclair State University Weather Hotline is (973) 655 – 7810.

EXTENSION DIVISION POLICIES

STUDENT PLACEMENT

The Extension Division places new students with an instructor. In certain cases an interview, audition and/or exam may be required.

STUDENT ATTENDANCE

Students are expected to attend their regularly scheduled lessons, classes or ensembles. Three consecutive absences may result in suspension from the program. Re-admittance to the program will be at the discretion of the Director and individual instructor(s).

LESSON CANCELLATION/MAKE-UPS

The Extension Division office or individual instructor should be notified at least 24 hours in advance, if possible, when a lesson, class or ensemble must be missed. This notice does not exempt the student from payment as contracted. There are no make-ups for student absences. If the instructor is absent, a make-up will be scheduled at a mutually convenient time.

RECITALS

Studio Recitals are held at the end of each semester. Students are encouraged to perform on a recital and share what they have accomplished over the course of the semester. Students are not, however, required to perform. Family and friends are welcome to our studio recitals! In the event of a recital cancellation due to weather or other circumstances a make-up recital cannot always be guaranteed.

PHOTOGRAPHY, VIDEO AND AUDIO RECORDINGS RELEASE

Periodically, the Extension Division will photograph, video, or audio record lessons, classes, ensemble rehearsals, and performances. The Extension Division reserves the right to use these photos, videos, and audio recordings for publicity purposes such as informational brochure, the website, flyers, press releases, and advertising. Upon registration the parent/guardian of a student under the age of 18 or an adult student, 18 years or older, grants the Extension Division permission to use for publicity purposes any photos, videos, and audio recordings taken. In the event an adult student does not want their image used or a parent/guardian does not want their child's image used the Extension Division requires a written request specifying this. The names of individuals in the photos, videos, and audio recordings will not be published unless specific permission is given.

PROBLEMS/CONCERNS

Parents/Guardians and/or Students are encouraged to notify the Extension Division office as soon as a problem arises, whether financial, instructional, or personal. Every effort will be made to respond to individual needs.

SUSPENSION

A student may be suspended or dismissed for the following reasons: a) three or more consecutive absences; b) behavioral problems; c) failure to abide by school policy; or d) account 30 days past due.

JOHN J. CALI SCHOOL OF MUSIC EXTENSION DIVISION SEMESTER CALENDARS

Fall 2017

Spring 2018

9 Open House 10AM – 2PM
23 Fall Semester Begins

| SEPTEMBER 2017 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

10 Open House 10AM – 2PM
17 Spring Semester Begins
24 No Lessons, ensembles or classes – School of Music audition day

| FEBRUARY 2018 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | | | |

14 Music Technology Classes Begin

| OCTOBER 2017 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

5 – 9 MSU Spring Break
30 – April 1 Good Friday/Easter

| MARCH 2018 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

22 – 28 Thanksgiving Break

| NOVEMBER 2017 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

29 Suzuki Play Down Concert

| APRIL 2018 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

3 Suzuki Play Down Concert
23 – Jan 2 Holiday Break

| DECEMBER 2017 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

12 Glen Caglarcan Memorial Violin Scholarship Audition
26 – 28 Memorial Day Weekend

| MAY 2018 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

13 Studio Recitals
14 Festival of Music Concert
20 Studio Recitals
21 Suzuki String Solo Recitals

| JANUARY 2018 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

3 Suzuki String Solo Recitals
9 Studio Recitals
10 Festival of Music Concert
16 Studio Recitals

| JUNE 2018 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Dates highlighted in yellow are official 14 week semester dates
Recitals and Concerts are indicated in red

DIRECTIONS TO MONTCLAIR STATE UNIVERSITY

Montclair State University is on the corner of Valley Road and Normal Avenue in Montclair, New Jersey, one mile south of the junction of Routes 3 and 46

Bloomfield Avenue, Montclair: Travel north on Valley Road 3.3 miles to Normal Avenue light. Turn left.

Route 46 (East): Take Valley Road exit at Route 3 junction. Travel south approximately one mile to the Normal Avenue light. Turn right at the light.

Route 46 (West): Take Valley Road exit immediately preceding the Route 3 junction, travel south approximately one mile to the Normal Avenue light. Turn right at the light.

Route 3 (East and West): At the Route 46 junction, take the Valley Road exit south for approximately one mile to Normal Avenue. Turn right at light.

Garden State Parkway North: Take Exit 153B (left lane) to Route 3 West to Valley Road, Montclair exit. Travel south one mile to Normal Avenue light. Turn right at light.

Garden State Parkway South: Exit 154 to Route 46 West to Valley Road, Montclair exit. Travel south one mile to Normal Avenue light, turn right.

New Jersey Turnpike North or South: Take Exit 16W to Route 3 West. Take Valley Road, Montclair exit. Travel south one mile to Normal Avenue light. Turn right at light. (Motorist traveling north on the turnpike south of Exit 11 may exit there to the Garden State Parkway North.)

Lincoln Tunnel: Follow to Route 3 West. Follow Route 3 directions above.

George Washington Bridge. Route 80 West to Garden State Parkway South. Follow directions above.

PARKING AS A GUEST TO CAMPUS IS IN THE RED HAWK PARKING DECK