



Dear Conservatory Students and Families,

Welcome to our 2011/12 school year!

*The Conservatory's mission is to inspire, instruct and enrich lives through music and visual art offering excellence in education, performance, and exhibition.*

Enclosed is important information including the 2011/12 schedule of lessons/classes, events calendar, parking permit, and the Conservatory general information/policies.

Announcements and newsletters will be distributed throughout the school year through e-mail and post. Our school can only continue to become stronger through community involvement. We encourage you to get involved this year. Please contact me directly if you are interested in volunteering for special events and programs throughout the year.

We will hold our Open House on **Saturday, September 17 from 1–4 pm** in Stein Hall in the Liberal Studies Hall, and the OSilas Gallery for all current and prospective students. There will be workshops, faculty and student performances, and early childhood preview classes throughout the afternoon and refreshments.

Our youth and adult program classes and lessons begin **September 12**. The early childhood program begins **September 19**.

We treasure your commitment to the Conservatory's high-quality music and visual arts education in our community and look forward to a successful 2011/12 school year.

Most sincerely,

A handwritten signature in cursive script that reads "Kathleen Suss".

Kathleen Suss

Executive Director

# 2011-2012 Concordia Conservatory Calendar

## September

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				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	

- 9      **Lou Hicks: Contemporary Landscapes Opens**  
through December 3  
OSilas Gallery
  
- 12     **Youth & Adult Program Lessons & Classes Begin**
  
- 17     **Conservatory Open House**  
1:00–4:00pm   Stein Hall
  
- 19     **Early Childhood Program Classes Begin**
  
- 23     **Auditions for Community Musical**  
*Willy Wonka*  
3:00pm–6:00pm                  Stein Hall Room 101
  
- 24     **Auditions for Community Musical**  
*Willy Wonka*  
9:00am–12:00pm   Stein Hall Room 101
  
- 29–30 **Concordia Closed: Rosh Hashanah**

## October

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						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					

- 10     **Conservatory Closed: Columbus Day**

**22**     **Hoch Chamber Music Series**  
*All Around The World*  
7:00pm   Sommer Center

**ArtYFacts**  
3:30–5:00pm   OSilas Gallery

## November

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		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			

- 6 Youth Performance Classes**  
Sommer Center
- 11 Conservatory Closed for Lessons and Classes: Veterans' Day**
- 12 Rock Band Concert**  
7:00pm Schoenfeld Campus Center
- 13 Youth Program Honors Recitals**  
Sommer Center
- 19 Musical Adventures Series**  
*Melvin Owns The Music*  
11:00am Schoenfeld Campus Center
- 23–27 Conservatory Closed: Thanksgiving Break**

## December

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				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

- 2 Holiday Community Musical**  
*Willy Wonka*  
4:00pm & 7:00pm Schoenfeld Campus Center
- 3 Holiday Community Musical**  
*Willy Wonka*  
11:00am & 1:30pm Schoenfeld Campus Center
- 4 Holiday Community Musical**  
*Willy Wonka*  
1:30pm & 3:00pm Schoenfeld Campus Center

**9–18 Conservatory of Music and Art  
Student And Faculty Winter Exhibition**  
Reception Friday, December 9 7:00pm  
OSilas Gallery

**20–January 2 Conservatory Closed: Christmas Break  
January**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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				

**16 Conservatory Closed: Martin Luther King Day**

**19 Practicing Workshop with Executive Director Kathleen Suss**  
7:30pm Stein Hall

**26 Adult Performance Class**  
7:00pm Schultz Chapel

**28 Hoch Chamber Music Series Concert**  
*10<sup>th</sup> Anniversary Concert & Conservatory Gala*  
6pm Sommer Center

**February**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			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			

**4 Musical Adventures Series**  
**Global Beat**  
11:00am Schoenfeld Campus Center

**10 Drawing and Neuroscience**  
through April 16  
OSilas Gallery

**12 Youth Program Honors Recitals**

Sommer Center

**20–26 Conservatory Closed: Winter Break**

**21–24 Musical Adventures February Mini Camp  
Early Childhood Program**

## March

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				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

- 11     **Hoch Chamber Music Series**  
*Pacifica Quartet*  
4:00pm Sommer Center
- 16     **Rock Band Concert**  
7:00pm Schoenfeld Campus Center
- 17     **Youth Performance Classes**  
Sommer Center
- 30     **Annual Play & Art-a-Thon**  
4:00–9:00pm Sommer Center
- 31     **Annual Play & Art-a-Thon**  
9:00am–6:00pm Sommer Center

## April

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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					

- 6-15   **Conservatory Closed: Spring Break**
- 21     **Youth Year-End Recitals Begin**  
Sommer Center

**May**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		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 Conservatory Closed: Concordia College Graduation**
- 6 Make-Up Day for May 5 due to College Graduation Closure**
- 11 Chamber Music Festival: The Star Showcase Concert**  
7:30pm Sommer Center
- 11–20 Concordia Conservatory for Music and Art  
Spring Student and Faculty Exhibition**  
Reception Friday May 11 6:30pm  
OSilas Gallery
- 12 Chamber Music Festival: The Star Showcase Concert**  
7:30pm Sommer Center
- 28 Conservatory Closed: Memorial Day**

**June**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					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

- 11- 22 Early Childhood Program Musical Adventures June Mini Camp**
- 25 Summer Camps Begins**

## Youth and Adult Program/Lesson and Class Schedule 2011/12

### Monday

September	12	19	26		
October 3	17	24			
November	7	14	21	28	
December	5	12	19		
January 9	23	<b>30</b>			
February	6	13	27		
March	5	12	19	26	
April	2	16	23	30	
May	7	14	21		
June	4	<b>11</b>			

### Tuesday

September	13	20	27		
October 4	11	18	25		
November	1	8	15	22	29
December	6	13			
January 3	<b>10</b>	17	24	31	
February	7	14	28		
March	6	13	20	27	
April	3	17	24		
May	1	8	<b>15</b>		

### Wednesday

September	14	21	28		
October 5	12	19	26		
November	2	9	16	30	
December	7	14			
January 4	11	<b>18</b>	25		
February	1	8	15	29	
March	7	14	21	28	
April	4	18	25		
May	2	9	16	<b>23</b>	

**Thursday**

September	15	22			
October 6	13	20	27		
November	3	10	17		
December	1	8	15		
January 5	12	19	<b>26</b>		
February	2	9	16		
March	1	8	15	22	29
April	5	19	26		
May	3	10	17	24	<b>31</b>

**Friday**

September	16	23			
October 7	14	21	28		
November	4	18			
December	2	9	16		
January 6	13	20	27		
February	<b>3</b>	10	17		
March	2	9	16	23	30
April	20	27			
May	4	11	18	25	
June	1	8	<b>15</b>		

**Saturday**

September	17	24			
October 1	8	15	22	29	
November	5	12	19		
December	3	10	17		
January 7	14	<b>21</b>	28		
February	4	11	18		
March	3	10	17	24	31
April	7	21	28		
May	6	12	19	<b>26</b>	

**May 6 make up for Concordia College Graduation on May 5 . Lessons to begin at 12 noon.**

**Bold** denotes Studio Class/Make-Up Date

## Early Childhood Class Schedule 2011/12

### Monday

September	19	26		
October 3	17	24		
November	7	14	21	28
December	5	12	19	
January 9	23	<b>30</b>		
February	6	13	27	
March	5	12	19	26
April	2	16	23	30
May	7	14	21	
June	<b>4</b>			

### Tuesday

September	20	27			
October 4	11	18	25		
November	1	8	15	22	29
December	6	13			
January 3	<b>10</b>	17	24	31	
February	7	14	28		
March	6	13	20	27	
April	3	17	24		
May	1	<b>8</b>			

### Wednesday

September	21	28		
October 5	12	19	26	
November	2	9	16	30
December	7	14		
January 4	11	<b>18</b>	25	
February	1	8	15	29
March	7	14	21	28
April	4	18	25	
May	2	9	<b>16</b>	

**Thursday**

September	22				
October 6	13	20	27		
November	3	10	17		
December	1	8	15		
January 5	12	19	<b>26</b>		
February	2	9	16		
March	1	8	15	22	29
April	5	19	26		
May	3	10	17	<b>24</b>	

**Friday**

September	23				
October 7	14	21	28		
November	4	18			
December	2	9	16		
January 6	13	20	27		
February	<b>3</b>	10	17		
March	2	9	16	23	30
April	20	27			
May	4	11	18	25	
June	1	<b>8</b>			

# Conservatory General Information

## **LIBRARY**

The Music Library is located on the first floor in Room 100. The hours are 9am–4:30pm Monday through Friday.

## **PRACTICE CONSULTATION**

Need some solid advice about practicing? Call the Conservatory office and speak with Executive Director Kathleen Suss.

## **YOUTH PERFORMANCES FOR PRIVATE INSTRUCTION**

### **Performance Classes**

The Conservatory encourages students of all levels to participate in these informal settings in which students play for their peers and teachers. Based on teacher recommendations, this class is a relaxed venue for students prior to a performance. An accompanist is provided for performance classes.

### **Studio Classes**

Studio Classes are the last “lesson” for private instruction students at the end of each semester. While expanding students’ knowledge of music, the class builds confidence and motivates students in their private study within their studio. Studio classes are held twice a year for the studio teacher and his/her students only.

### **Honors Recitals**

These semi-annual recitals feature students who have demonstrated outstanding commitment and progress during the school year based on a teacher’s recommendation. They are held in the Sommer Center.

### **Year-End Recitals**

Student recitals are held for family and friends at the end of the year in the Sommer Center. Recital participation is highly recommended. Students prepare repertoire with the approval and guidance of the teacher.

### **Annual Play & Art-a-thon**

Youth and adult students and faculty, play and make art throughout the two-day event to raise funds for the Conservatory scholarship and outreach programs.

### **Recital Attire**

Gentlemen – dress pants, shirt with collar, and optional blazer and tie.

Ladies – dress, blouse and skirt or dress pants.

No jeans, sneakers, flip-flops, or UGG boots are allowed.

## **Recital Department**

Recitals are important milestones for students developmentally. Concordia Conservatory offers many opportunities for students to share their musical accomplishments in a supportive environment. To encourage performers so that they can maintain attentiveness in a performance situation, please turn off cell phones. The use of camcorders or cameras with flashes is prohibited. Please wait until hearing applause before entering a performance, and gently encourage very young audience members to participate in appropriate concert etiquette.

## **MUSIC & INSTRUMENT RESOURCES**

### **Pianos**

Faust-Harrison 914-591-5026  
[www.faustharrisonpianos.com](http://www.faustharrisonpianos.com)

Steinway & Sons 212-246-1100  
[www.steinway.com](http://www.steinway.com)

### **Piano Tuners**

Victor LaGamma 914-723-2200

### **Instrument Rentals**

Ardsley Musical Instrument Service 914-693-6639  
[www.ardsleymusic.com](http://www.ardsleymusic.com)

Mamaroneck Music & Arts Center 914-381-5205  
[www.musicarts.com](http://www.musicarts.com)

Pelham Violins/Luguang Luan 914-738-5143  
914-602-4460 (cell)

### **Sheet Music**

Burt & Company Music Supply 800-548-2878  
[www.burtnc.com](http://www.burtnc.com)

The Music Source 203-698-0444  
[www.themusicsource.org](http://www.themusicsource.org)

# Conservatory Policies

## Registration, Tuition, and Fees

The annual registration fee is non-refundable. The student (or parent/guardian) is financially responsible for all classes and lessons. *Students who enroll for private lessons and classes designated as “year-long” are registered for the entire academic year and will be billed automatically.*

Tuition for year-long lessons and classes is divided into two equal payments. Tuition payment is due by August 31 for first semester and January 31 for second semester.

For 8-, 15-, and 16-week sessions, tuition is due in full before the first class. For any registration after these dates, payment is due in full at time of registration.

Payment plans are considered by the Registrar when submitted in writing before the start of lessons and classes. Concordia College will charge a 2% convenience fee on all tuition payments made to the College by credit card. Payments made by check or cash will not be affected. Families who sign up for monthly payment plans using a credit card will be charged a 2% convenience fee each month.

The lessons and classes for students with outstanding balances will be suspended until the account is paid in full.

The Conservatory reserves the right to cancel group classes due to insufficient enrollment. Tuition will be fully refunded.

## Private Instruction

To ensure the student's best placement with our faculty, first-time students enrolling in the private instruction program are required to interview in person with the Conservatory Executive Director. There are no audition requirements for admission.

Private lessons are scheduled in the order in which registration is received. Lessons are scheduled on the basis of student and teacher availability and the Executive Director's recommendation. The Conservatory makes every effort to accommodate each student's schedule in assigning lesson time.

### **Late Registration**

A limited number of classes and teacher studios may have space available after the semester begins. Private lesson and class tuition will be pro-rated. Registration for new students will be accepted throughout the semester on a space-available basis only.

### **Change of Instructor**

Concordia Conservatory's method of assigning a private instructor is designed to make the best possible match before studies begin. However, if a change is desired, a student (or parent/guardian) must contact the Executive Director.

### **Withdrawal and Refunds**

Tuition is fully refunded if a student withdraws before the first lesson.

The student (or parent/guardian) is financially responsible for all classes and lessons as stated in "Registration, Tuition, and Fees". Students who enroll for private lessons and classes are designated as "year-long" are registered for the entire period of the lessons or classes and are responsible for the financial commitment. Students who enroll for classes designated 4, 8, 15, or 16 classes are registered for the entire time period of the classes and are responsible for the financial commitment.

In the case of prolonged illness (accompanied with a doctor's letter) or move of residency, refunds are pro-rated as stated below.

All withdrawal requests must be made in writing to the Director for review by the Advisory Board. Please understand that verbal requests from students, parents, or faculty cannot be accepted.

<i>Postmarked prior to the 1<sup>st</sup> scheduled class/lessons</i>	<i>100% of tuition</i>
<i>Postmarked prior to the 4<sup>th</sup> scheduled class/lessons</i>	<i>75% of tuition</i>
<i>Postmarked prior to the 8<sup>th</sup> scheduled class/lessons</i>	<i>50% of tuition</i>
<i>Postmarked prior to the 16<sup>th</sup> scheduled class/lessons</i>	<i>No refunds given</i>

### **Return Check Fee**

There is a \$25 fee for returned checks.

### **Cancellations/Missed Lessons**

The Conservatory office must be notified of all cancellations.

For student absences, two individual lessons per semester can be rescheduled if the absence is due to student illness, religious observance, or extraordinary circumstances. There are no exceptions. The Conservatory must be notified 24 hours in advance of cancellation due to a religious observance or extraordinary circumstance, or by 8am the day of a lesson when due to illness. Otherwise, the teacher is not required to make up the missed lesson.

For teacher absences, students receive personal notification from the teacher and the lesson will be rescheduled. For unscheduled Conservatory closings (see below), such as a snow emergency, lessons and classes will be rescheduled at the end of the semester.

### **School Closings**

In the event of inclement weather, call the Conservatory at (914) 395-4507 for the recorded message.

### **Communication**

E-mail is the primary mode of communication. Please be sure to list your current email address on the registration form.

### **Department**

Students are expected to treat the facilities respectfully. Pets are not allowed in the Concordia College buildings. Parents, guardians and caregivers are responsible for supervising the safety of their children at all times while they are on the Concordia College premises. All pick-up and drop-offs are required to be made in parking zones only.

### **Change of Address**

Please contact the Conservatory with any change of mailing address and e-mail address. Students receive all notices and information through the post office mail and e-mail—it is very important that accurate information be provided. Concordia Conservatory is not responsible for lost or undeliverable mail.

### **Parking Permits**

Parking permits are required for all cars parking at Concordia College. Conservatory families may park in the gravel lot behind Stein Hall or in the white lined spaces in the Stein Hall parking lot next to the Conservatory. Your permit is enclosed. Please note that the front and back entrances to Stein Hall are accessible.



## Notes