

# NCCMI Guidelines / Photo Release / Program Tuition Form

**This must be signed by every student and at least one parent/guardian, and submitted to NCCMI with program tuition payment before acceptance in the NCCMI program is considered complete.**

## Section One: NCCMI Guidelines and Policies

### **REQUIRED EVENTS**

Students are expected to attend these required events:

All coachings and rehearsals as determined by the Executive Director, Orientation, ONE Performance Review Concert, ONE Master Class OR Workshop, ONE Outreach Concert, ONE Final Concert and ONE Faculty Artist Concert. NCCMI operates from September through May, with additional weeks added depending upon the current health situation. Families will be informed of any changes to the original schedule.

**Some sessions and events will take place on virtual platforms as health precautions dictate.**

### **COACHING SESSIONS- 16 per year**

Ensembles meet approximately 2 times per month for a total of 16 coaching sessions from September-May. Each group is assigned a team of two professional musician/educators who meet in alternating sessions with the group. Families request a specific day for their NCCMI group on the registration form. NCCMI places compatible students and coaches together. Then the group schedule is determined by coaches and group with the Parent Coordinator's scheduling assistance. The agreed-upon group calendar should not be changed unless ALL families and coaches are able to make the change.

Note important information about "Notification of Absences" below.

### **STUDENT-LED REHEARSAL SESSIONS- number as determined by Executive Director**

Ensembles will be expected to have additional student-led rehearsals, the number depending upon the level of the group. These extra sessions can be scheduled back-to-back with coachings or on separate days, as convenient for each group. Once determined, the group calendar should not be changed unless ALL families and coaches are able to make the change.

Note important information about "Notification of Absences" below.

### **MASTER CLASSES/WORKSHOPS- Throughout the Year**

Students are required to attend or perform in ONE master class/workshop and are encouraged to audit as many classes as they wish. Performance attire is expected for performers (*see below*). Chamber Music Raleigh provides FREE master classes exclusively to NCCMI students. NCCMI-organized Workshops might include: Public Speaking, Intro to Improv, How to Make Collaborative Videos, and a Side-by-Side Workshop with the Community Music School. The schedule of master classes/workshops will be available in early September. Events take place throughout the program year, including virtual spaces.

### **PERFORMANCE REVIEW CONCERTS- January**

Each group is required to perform at ONE of the January Performance Reviews. This is an opportunity to get feedback from the NCCMI faculty and improve performance for best results at the Spring Final Concert. It is also a great way to hear the other ensembles in the program. These could take place on virtual platform.

### **FINAL SPRING CONCERTS- April/May**

The NCCMI season culminates with performances by all groups at Edenton Street United Methodist Church- Brown Chapel or Church of the Nativity in North Raleigh. Students are required to perform at ONE concert, but are encouraged to attend all of them. These could take place on virtual platform.

### ***OUTREACH PERFORMANCES- Throughout the year***

Ensembles must perform ONE Outreach concert. This outreach is very important to populations that may not be able to attend concerts. Outreach Program Assistants and Parent Coordinators will work with students to identify the opportunities that will work with their schedules, among many possible NCCMI dates.

### ***FACULTY ARTIST CONCERTS***

Students are required to attend ONE faculty concert. In these concerts, NCCMI coaches showcase master chamber works in uniquely curated programs. These professional concerts are available free of charge to the whole community.

### ***NOTIFICATION OF ABSENCES***

If a player is unable to attend a scheduled rehearsal or coaching session, they must notify the other ensemble members and Parent Coordinator at least three days in advance in order to reschedule the session. Cancellation less than 24 hours in advance or absence of an individual player from more than two scheduled rehearsals may result in dismissal from the program without a refund. Exception to this policy: cases of sudden illness.

### ***LATE ARRIVAL / EARLY DEPARTURE***

Each player must arrive on time and remain for the full duration of the rehearsal. Musicians are expected to bring their parts, music stands, pencils, and personal calendars for future scheduling.

### ***CONCERT ATTIRE***

Attire for Formal Concert/Performance Review/Master Class: White or Black dress shirt/blouse and black dress slacks/skirt (below the knee length when sitting) with black dress shoes, coordinated within each group). Attire for Workshops and Outreach Events: White NCCMI polo shirt (included in tuition) and black dress slacks or skirt (below the knee length when sitting) and black dress shoes.

Alternative dress will be announced for some events.

### ***NCCMI LEADERSHIP ENSEMBLES***

Students in 10th grade or higher who are either in the advanced or competitive categories can audition for a leadership award each spring. Scholarships range from \$200-Full Award, applicable in the following year. Students given full awards are placed in leadership ensembles to represent NCCMI at the highest level of commitment. These ensembles will get the opportunity to create a professional recording for possible broadcast or preliminary competition requirements. Other students who have shown remarkable leadership skills will be offered scholarships and will be placed in advanced ensembles.

### ***WORLD PREMIÈRE***

On occasion, one chamber ensemble will be selected at the discretion of the Director, to perform the world première of a work by a contemporary composer.

### ***COMPETITION SPONSORSHIP***

NCCMI will provide extra coachings and performances, free of charge, to any ensemble invited to compete in the Fischhoff Competition (or a comparable approved competition). The group must be accepted into the semi-finals prior to awarding of this sponsorship.

### ***DIRECTOR'S AWARDS FOR ACHIEVEMENT***

*Each year, the Director recognizes musicians at the season's final concert for their dedication and musical achievement. These include Director's Awards for Outstanding Musicians and Community Engagement Award for three or more Outreach Performances.*

***STUDENT INTERNSHIPS/PEER MENTORING- Give back to the Community and Build your Resume!***

NCCMI offers internship and peer mentoring opportunities to our older students. Students in 10th grade or above with at least one year with NCCMI can apply to be an intern. These students learn much about behind the scenes of a non-profit. Some jobs include office work, scheduling manager, and newsletter editor. The lead intern may be paid. Students in 9th grade or above can apply for the Peer Mentoring positions, working with younger students at NCCMI or the Community Music School.

***COURTESY AND RESPECT***

Our young artists are expected to demonstrate respect towards teachers, other students and the music, which they are playing. Individual preparation for all sessions is required as directed by the teachers. Musicians and families are also reminded to be respectful of spaces where sessions or concerts take place.

***IMPORTANT HEALTH AND SAFETY GUIDELINES***

The health and safety of students, staff and families is the top priority for NCCMI. To comply with health guidelines, NCCMI may require social distancing and larger spaces for in-person sessions, as well as the wearing of masks, among other things. Schedules and events and classes listed herein may be adjusted for health and safety, and some sessions or events might take place using virtual platforms. NCCMI will work with students and families who need technical or financial support to enable accepted students to participate in full. No particular schedule or repertoire of classes or events is guaranteed as NCCMI needs to make adjustments in its discretion based on the health and safety of all participants, and schedules and events may otherwise be cancelled or rescheduled for reasons outside of NCCMI's control .

**Section Two: Photography Release**

I, the undersigned, do hereby assign to The North Carolina Chamber Music Institute ("NCCMI") absolutely the copyright and/or right to copyright such photographs, video and audio recordings taken by NCCMI, and the right of reproduction thereof for use by NCCMI in whatever manner you or your licenses or assignees may in your or their absolute discretion think fit, including the right of necessary retouching and tinting or work up for reproduction purposes. I understand that I have voluntarily allowed my child's photograph to be made, and that I will receive no payment for posing or for allowing my child's photographs to be reproduced.

**Section Three: Assumption of Risk and Release Form**

In consideration of myself or my child(ren) or ward(s) being permitted to participate in any session, rehearsal, concert or other activity of The North Carolina Chamber Music Institute (the "Institute"), for the purpose of chamber music instruction, performance or related activities, I, the undersigned, do for myself, my heirs, my children or wards, and personal representatives, and/or for the heirs, and personal representatives of my child(ren) or ward(s), agree to indemnify and hold harmless and release the Institute and its officers, agents, and employees, in their individual capacity and in their capacity as officers, agents or employees of the Institute, from and against all claims of damages, demands, actions, or causes of action, on account of damages to personal property, or personal injury or death, which result from my failure or the failure of my child(ren) or ward(s) to abide by the rules of said Institute or from causes beyond the control of, and without the fault or negligence of the Institute, its officers, agents, or employees, which stem from, or are in any way connected with activities related to my participation or the participation of my child(ren) or ward(s) in the Institute.

If I am the parent or guardian of a minor child who will be participating in the Institute, then I shall be personally responsible and liable for the conduct of said child and am executing this release and indemnity both on my behalf and in my capacity as a parent or guardian and legal custodian of said child.

I also fully understand that my child's participation in the Institute is voluntary and that I am not required to participate and that I understand and acknowledge that nothing herein guarantees any service or participation in any NCCMI program.

## Section Four: Program Payment

Check your preferred payment option below. Payment Plans are available at no extra cost this year! Sorry, no sibling discounts with payment plans.

\_\_\_\_\_ I already made our payment (just resending signed form today).

### FULL PAYMENT OPTION

\_\_\_\_\_ I am enclosing the EARLY BIRD registration yearly tuition check for **\$640** payable to NCCMI . Must be postmarked by July 15. *Note: Subtract \$50 if there is an additional sibling registration.*

\_\_\_\_\_ I am enclosing the REGULAR registration yearly tuition check for **\$660** payable to NCCMI. Must be postmarked by one week after acceptance. *Note: Subtract \$50 if there is an additional sibling registration.*

\_\_\_\_\_ Not applicable; I am choosing payment plan below.

Names of additional sibling/s here: \_\_\_\_\_

### PAYMENT PLAN OPTION - If utilizing payment plan, enter due dates as directed.

\_\_\_\_\_ I will make 4 payments of \$160.00 each for EARLY BIRD registration with Payment 1 DUE BY JULY 15, and am enclosing Payment 1 today.

\_\_\_\_\_ I will make 4 payments of \$167.50 each for REGULAR registrations with Payment 1 DUE BY SEPT 1, and am enclosing Payment 1 today.

\_\_\_\_\_ For payment plan, my remaining payment due dates will be as follows:

Payment 2- due TWO months from today: \_\_\_\_\_ (date)

Payment 3- due FOUR months from today: \_\_\_\_\_ (date)

Payment 4- due SIX months from today: \_\_\_\_\_ (date)

## Section Five: Consent

The student must agree to the following:

I have read and understand the Section One: NCCMI Guidelines and realize that preparedness, promptness and attendance at all scheduled rehearsals, coaching sessions and performances is mandatory.

**Print student name:** \_\_\_\_\_

**Student signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

One parent/guardian must agree to the following:

1. I have read and understand the Section One: NCCMI Guidelines and realize that preparedness, promptness and attendance at all scheduled rehearsals, coaching sessions and performances is mandatory.
2. I agree to the terms of the Section Two: Photo Release.
3. In witness whereof, I have caused this release agreement in Section Three: Assumption of Risk and Release to be executed this \_\_\_\_\_ (**day**) of \_\_\_\_\_ (**month**), \_\_\_\_\_ (**year**).
4. I am submitting the payment outlined in Section Four: Program Payment along with a signed original of this document.

**Print parent/guardian name** \_\_\_\_\_

**Parent/guardian signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Mail this page, with enclosed check, to: NCCMI*

3131 Ashel Street, Raleigh, NC 27612