The goal of our policy statement is to preserve the quality of the music making experience for all involved. Early communication is the best way to handle any problems that may arise.

**ATTENDANCE**
1. Musicians **CANNOT BE EXCUSED** from any rehearsals or performances.
2. Events that are **BEYOND YOUR CONTROL**, such as serious illness or family emergencies will be considered on a case-by-case basis and will be handled by the conductor of the ensemble.
3. In the event of an emergency absence, **DIRECT** communication with the conductor is essential upon return. If at all possible, please call in advance of the absence.
4. In case of absence, an explanation should be offered well in advance of the next rehearsal. Please make an appointment to speak with the conductor personally at a time other than just before or just after a rehearsal. Once again, communication is the best way to handle attendance issues.

**THE WIND STUDIES PHONE NUMBER IS:** (940) 565-3737  
**EMAIL ADDRESS:** brettpenshorn@my.unt.edu

**GRADING**
Student grades are based on the following:
1. Preparation, performance, and positive contribution.
2. Attendance at rehearsals, recording sessions, and performances.

<table>
<thead>
<tr>
<th>Grading Scale:</th>
<th>Absences</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>= A</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>= B</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>= C</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>= D</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>= F</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
- Absence from dress rehearsal or performance will also result in a failing grade. Students who receive a failing grade must confer with the conductor to determine future ensemble status.
- Sectional attendance may be required at the discretion of the conductor.

**TARDINESS**
Musicians should be in their seats five minutes prior to tuning. Two tardies equal one absence. It is recommended that students keep open the hour prior to their scheduled rehearsal time to minimize the possibility of being late.

**REQUIRED PERFORMANCES**
- **Concert (with Concert Band)**  
  Wednesday, February 20, 2019  7:30 pm  
  Winspear Hall/MPAC
- **Concert (with Concert Band)**  
  Monday, April 8, 2019  7:30 pm  
  Winspear Hall/MPAC

Performers are to arrive at least **thirty minutes prior** to the scheduled beginning of each concert and sign-in. The sign-in list will be checked fifteen minutes prior to the downbeat of each concert. It is also recommended that you not book other rehearsals or engagements between the dress rehearsal and the concert during the day of a performance.
REHEARSAL “BUMP” SCHEDULE – rehearsals that will take place somewhere other than the IRR

Wednesday, February 6  Rehearsal moved to Music Building 232
Wednesday, March 6  Rehearsal moved to Music Building 232
Monday, April 1  Rehearsal moved to Music Building 232

CONCERT ATTENDANCE
To enhance and expand the musical education of the musicians in the ensemble, music majors are required by the College of Music to attend fifteen concerts or recitals each semester. The Wind Studies Area requires that ALL ENSEMBLE MEMBERS use the performances listed below as partial fulfillment of this obligation. AN ABSENCE WILL RESULT IN THE LOSS OF ONE LETTER GRADE PER CONCERT MISSED.

<table>
<thead>
<tr>
<th>PERFORMANCES</th>
<th>Date</th>
<th>Time</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Symphonic Band</td>
<td>Tuesday, February 5, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Symphony</td>
<td>Tuesday, February 12, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Brass Band</td>
<td>Monday, February 18, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Ensemble</td>
<td>Tuesday, February 19, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>US Navy Band</td>
<td>Tuesday, March 5, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Symphonic Band</td>
<td>Thursday, March 21, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Symphony</td>
<td>Thursday, March 28, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Ensemble</td>
<td>Thursday, April 11, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Brass Band</td>
<td>Thursday, April 18, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Wind Symphony</td>
<td>Thursday, April 25, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
<tr>
<td>Symphonic Band</td>
<td>Saturday, April 27, 2019</td>
<td>7:30 pm</td>
<td>Winspear Hall/MPAC</td>
</tr>
</tbody>
</table>

DOCUMENTING CONCERT ATTENDANCE
Music Majors should swipe their student ID in the lobby area AT LEAST 15 MINUTES PRIOR TO THE BEGINNING OF THE CONCERT (THE TABLE WILL BE CLOSED 5 MINUTES PRIOR TO THE CONCERT – YOU WILL NOT BE ABLE TO CHECK IN AFTER THIS TIME.) Following the conclusion of the concert, you will need to swipe your ID again in the lobby. A list of absences will be emailed to students at the end of the semester. Students must bring any corrections for consideration to the Wind Studies office by the first day of Finals Week. Corrections will not be considered after this time.

SHARED CONCERTS
If you share a concert with another ensemble, you are required to be in attendance for the entire concert.

SHORT-TERM LEAVE OF ABSENCE
Requests for excused absences for the purposes of auditions, contests, interviews, and other special professional opportunities are to be made with the ensemble conductor and are subject to approval by the Director of Wind Studies. The amount of flexibility we have in accommodating such requests is directly related to the amount of advanced notice given.

OUTSIDE COMMITMENTS
As a member of the ensemble, we assume that your primary responsibility is to the announced schedule. Outside work and performance opportunities are considered to be the business of the student but should not interfere with College of Music obligations. Please consider this document a contract of your commitments to the College of Music and the Wind Studies Area for the semester.

HEARING PROTECTION
The use of hearing protection (ear plugs) is strongly recommended. The UNT Speech and Hearing clinic will provide a free hearing test to every enrolled UNT student. In addition, “musician’s ear plugs” can be purchased at the clinic. The College of Music provides ear plugs at no charge; students can pick these up from the repair shop, MA 106.

ELECTRONIC DEVICES IN THE CLASSROOM
The use of activated cellular telephones or audible pagers is not allowed in the class at any time. Please be sure they are deactivated before the class begins.
CONCERT DRESS

MEN: Full dress black: black formal trousers, black tuxedo jacket, white dress shirt, black bow tie, and optional black cummerbund, black socks and black shoes.

WOMEN: Option 1: Black full-length, long-sleeved dress OR black full-length skirt and black long-sleeved blouse/jacket. (Either version should have covered shoulders, arms, and torso).* Black close-toed shoes. Both clothing and shoes should be formal rather than casual.

Option 2: Black loose-fitting pants with black long-sleeved blouse/jacket (covered shoulders, arms, and torso).* Black close-toed shoes. Both clothing and shoes should be formal rather than casual.

* A very small, pure white trim collar/cuffs and tasteful, conservative jewelry is permissible.

PERFUMES, COLOGNES, AND FRAGRANCES
No perfumes, colognes, or other scented lotions in REHEARSAL or PERFORMANCE. These can trigger asthma and allergic reactions for other ensemble members. If you wear scents to work or class and go straight to rehearsal, rinsing off in a bathroom before rehearsal will alleviate any unnecessary allergic reactions.

ACADEMIC INTEGRITY
http://facultysuccess.unt.edu/academic-integrity

STUDENT BEHAVIOR
https://deanofstudents.unt.edu/conduct

ACCESS TO INFORMATION – EAGLE CONNECT
www.eagleconnect.unt.edu/

ODA STATEMENT
Phone: (940) 565-4323

FINANCIAL AID AND SATISFACTORY ACADEMIC PROGRESS
Graduates: http://financialaid.unt.edu/sap

RETENTION OF STUDENT RECORDS
http://ferpa.unt.edu/

RESPONDING TO STUDENTS IN DISTRESS: UNT CARE TEAM
http://studentaffairs.unt.edu/care

2018-2019 Semester Academic Schedule (with Add/Drop Dates)
Link: http://catalog.unt.edu/content.php?catoid=20&navoid=2120

Academic Calendar at a Glance, 2018-2019
Link: https://www.unt.edu/catalogs/2018-19/calendar

Final Exam Schedule
Link: https://registrar.unt.edu/exams/final-exam-schedule/spring

REFERENCE RECORDINGS/REHEARSAL RECORDINGS
All reference recordings and rehearsal recordings will be placed in the Announcements section of the University Band Canvas page.
“REMIND” TEXTING SERVICE
Remind will be used to keep all members of this ensemble updated (rehearsal schedule changes/concert information/etc.). You may TEXT 81010 and type @untu or you may use the following link:
https://www.remind.com/join/untu

ACCESSING ARCHIVED CONCERTS AND RECORDINGS
To access archived concert recordings, please go to: https://recording.music.unt.edu/downloads
Search by typing in the name of the ensemble, or click on “Archive” link/
Login using your EUID and password. To access recordings only, please use the library digital recording library which can be found at:
http://digital.library.unt.edu/explore/partners/UNTML/browse/?fq=untl_collection%3ACOMR
You may also access the digital library by clicking on the “main library link” located on the recording services page listed above.

WEBCASTING OF CONCERTS
UNT Wind Studies concerts are now broadcast live on the Internet. Please invite friends and family from around the world to join the webcast at: http://recording.music.unt.edu/index.php/live. Broadcasts begin a few minutes before concert time. Due to copyright restrictions, concerts are only available for viewing live and may not be downloaded or saved.