

# Calendar

## 2011-2012

### MAKE-UP LESSONS (no regular lessons)

#### Quarters 1 & 2

October 16  
November 6\*, 23  
January 23-27, 29\*

#### Quarters 3 & 4

February 26\*  
April 22\*  
May 13\*  
June 3\*, 12-14, 18-23

\*Wilmington Branch only

## IMPORTANT DATES

**Thanksgiving break** (closed)  
November 24-27

**Winter break** (closed)  
December 24-January 1

**Spring break** (closed)  
April 6-15

**Achievement Week**  
April 30-May 5

**Memorial Day** (closed)  
May 28

**Summer session begins**  
June 25

## PRACTICE TIPS

- Create a neat and orderly space where you keep your instrument, music stand, metronome and pencil.
- Limit distractions during practice time from phones, televisions, family members, etc.
- Make sure you are rested, relaxed and ready to practice.
- Decide with your teacher how much time you should practice each day (beginners might start with 15 minutes) and set goals that are attainable for you.
- Host an in-home concert each week so you can show off your progress in front of the whole family.
- Ask for help! Reach out to your instructor for practicing ideas or suggestions for pieces to help keep your interest up.
- Finish your practice session with something you enjoy and play it well!
- Encourage positive effort so that practicing becomes a time you look forward to every day.



# PRIVATE STUDY

*Info & tips for students  
2011-2012*

### Quarter 1

Lesson	M	Tu	W	Th	F	Sa
1	09/12	09/13	09/07	09/08	09/09	09/10
2	09/19	09/20	09/14	09/15	09/16	09/17
3	09/26	09/27	09/21	09/22	09/23	09/24
4	10/03	10/04	09/28	09/29	09/30	10/01
5	10/10	10/11	10/05	10/06	10/07	10/08
6	10/17	10/18	10/12	10/13	10/14	10/15
7	10/24	10/25	10/19	10/20	10/21	10/22
8	10/31	11/01	10/26	10/27	10/28	10/29
9	11/07	11/08	11/02	11/03	11/04	11/05

### Quarter 2

Lesson	M	Tu	W	Th	F	Sa
1	11/14	11/15	11/09	11/10	11/11	11/12
2	11/21	11/22	11/16	11/17	11/18	11/19
3	11/28	11/29	11/30	12/01	12/02	12/03
4	12/05	12/06	12/07	12/08	12/09	12/10
5	12/12	12/13	12/14	12/15	12/16	12/17
6	12/19	12/20	12/21	12/22	12/23	01/07
7	01/02	01/03	01/04	01/05	01/06	01/14
8	01/09	01/10	01/11	01/12	01/13	01/21
9	01/16	01/17	01/18	01/19	01/20	01/28

### Quarter 3

Lesson	M	Tu	W	Th	F	Sa
1	01/30	01/31	02/01	02/02	02/03	02/04
2	02/06	02/07	02/08	02/09	02/10	02/11
3	02/13	02/14	02/15	02/16	02/17	02/18
4	02/20	02/21	02/22	02/23	02/24	02/25
5	02/27	02/28	02/29	03/01	03/02	03/03
6	03/05	03/06	03/07	03/08	03/09	03/10
7	03/12	03/13	03/14	03/15	03/16	03/17
8	03/19	03/20	03/21	03/22	03/23	03/24
9	03/26	03/27	03/28	03/29	03/30	03/31

### Quarter 4

Lesson	M	Tu	W	Th	F	Sa
1	04/02	04/03	04/04	04/05	04/20	04/21
2	04/16	04/17	04/18	04/19	04/27	04/28
3	04/23	04/24	04/25	04/26	05/04	05/05
4	04/30	05/01	05/02	05/03	05/11	05/12
5	05/07	05/08	05/09	05/10	05/18	05/19
6	05/14	05/15	05/16	05/17	05/25	05/26
7	05/21	05/22	05/23	05/24	06/01	06/02
8	06/04	05/29	05/30	05/31	06/08	06/09
9	06/11	06/05	06/06	06/07	06/15	06/16



WILMINGTON BRANCH  
302-762-1132

MILFORD BRANCH  
302-422-2043

[www.musicschoolofdelaware.org](http://www.musicschoolofdelaware.org)

# Welcome!

We hope you enjoy your lessons! The Music School of Delaware is *the* place to study privately, offering instruction and coaching for students of all ages and levels, from beginning to advanced, at locations across the state of Delaware. The Music School boasts an expert faculty of nearly 100 highly credentialed artists and educators, excellent teaching facilities, public performance opportunities in an acoustically superior concert hall, piano accompaniment, a certificate program, financial assistance and merit scholarships, competitions, complimentary concert tickets and many workshops and master classes.

Please see our Information Guide — available online and at both branches — for complete program information and policies.

## STUDENT RECITALS

Performance is an integral part of music study for students at all levels! With the guidance of their private instructors, students are encouraged to explore the art of solo performance through the Music School's annual schedule of recitals. Faculty may also schedule additional performance classes or studio recitals throughout the year.

### 2011-2012 Schedule

Teachers must sign up their students three weeks before the recital date, and specific performance times will be announced one to two weeks before.

#### Wilmington

October 22      March 3  
November 12    April 28  
December 3     May 19  
February 5      June 9

#### Milford

November 12  
February 4  
March 31  
June 9

### Accompaniment

The Music School assigns accompanists for student recitals. Each student receives one rehearsal (maximum 30 minutes) per recital without charge. Additional rehearsal fees are the responsibility of the student and depend on the schedule of the accompanist.

### Recital Attire

Dress nicely for your performance! Suggested attire includes dress slacks with a nice shirt and tie, or knee-length or longer dresses or skirts with a blouse. Please do not wear jeans, mini-skirts, shorts, T-shirts or sneakers. Inappropriately dressed students may not be permitted to perform.

### Your Recital

On the day of your recital, please warm up ahead of time and arrive no less than 15 minutes prior to the start time to check in with the recital supervisor. Plan to stay for the entire recital to show your respect for all of the performers!

# Frequently Asked Questions

## ATTENDANCE

### What should I do if I'm sick?

Please help keep our school healthy by staying home if you are sick! Call the Front Desk by 10:00 a.m. to let us know of your absence and to qualify for a make-up lesson (one per semester).

### What if I need to miss a lesson for some other reason?

Regular attendance is expected of all students, so please make every effort to attend. If you must miss a lesson, please be courteous and let your teacher know in advance.

### I broke my arm - what should I do?

In the case of extreme illness, such as a broken bone, you may elect temporary discontinuance. Contact the Registrar or Milford Branch Office Manager to let us know the exact dates of the discontinuance before it begins. Notice to the teacher is not sufficient.

### What if my teacher is absent?

Your teacher will contact you if he/she needs to postpone a lesson and will work with you to schedule a make-up lesson.

### How do I schedule a make-up lesson?

All make-up lessons are arranged through your teacher. Lessons will only be made up for student illness (one per semester), teacher absence or emergency school closing. Make-up days are built in to the calendar to facilitate rescheduling; see the calendar on the reverse side for dates. Your teacher should offer you two reasonable dates for a make-up lesson; if you decline both offers, the make-up lesson will be forfeited.

### How will I know if the school is closed for snow?

A message will be posted on the school's website and voicemail, or tune in to one of the following stations:

**Wilmington**    **Milford**  
WILM 1450 AM    WBOC Channel  
WDEL 1150 AM    16  
WSTW 93.7 FM    EAGLE 97.7 FM  
WJBR 99.5 FM    COOL 101.3 FM  
KYW 1060 AM  
FOX TV 29

### How can I change my lesson day/time?

Contact the Registrar or Milford Branch Office Manager to make permanent changes to your lesson schedule.

## REGISTRATION & ENROLLMENT

### How long do lessons run?

Enrollment for private lessons is for the entire academic year: four 9-week quarters from September to June. A separate summer term runs from June to August.

### When can I register for lessons?

Registration is ongoing throughout the academic year and tuition will be prorated as applicable. Summer registration typically begins in March; academic year registration begins in May for returning students or June for new students.

### How do new students find a teacher?

The Registrar or Milford Branch Office Manager will suggest a teacher for you based on the student's age, musical background, ability, goals and scheduling preferences. You may also request an interview with a prospective teacher before beginning lessons (\$25 fee).

### What is priority registration?

Returning private study students have the option to register early to better ensure preferred schedule and instructor availability. Information and instructions are distributed in early May.

## BILLING & DISCONTINUANCE

### What fees do I need to pay to register?

A \$75 nonrefundable deposit is due each year when you submit your registration form and will be applied to charges on your bill, including the annual registration fee (\$35 for each student or \$25 for a second student in the same family) and tuition.

### When is tuition due?

Bills are mailed three weeks prior to the start of each quarter and are payable by the beginning of the term.

### What happens if I miss a payment?

Unpaid bills may result in the suspension of lessons. Balances must be paid in full prior to registering for a new year or for additional lessons.

### Does the school offer financial aid or scholarships?

Yes! Financial Aid Forms are available from the Front Desk and aid is awarded subject to availability of funds. Merit scholarships are also available for students who have achieved a high level of music proficiency. Students are nominated by their teachers and scholarship auditions are held each spring.

### What if I want to stop taking lessons?

You may only discontinue without penalty between the fall and spring semesters. Contact the Registrar or Milford Branch Office Manager to complete and sign a Discontinuance Form. Notice to the teacher is not sufficient. If you stop lessons prior to the end of a semester (two quarters), you are still liable for the full semester's tuition.

### Who should I call if I have a question about my bill?

Contact the Business Office at 302-762-1132, ext. 17, for any questions about billing, tuition or financial aid.

**DO WE HAVE YOUR CURRENT EMAIL?**  
Update it at the front desk to receive additional program info and monthly newsletters.



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