

Harrison School for the Arts

Guitar Department Handbook

The Individual and the Group

You are expected to consistently work at a high level in the *Harrison Guitar Department*. You should spend time practicing daily, individually outside of class. The result of this individual practice is two-fold: first, you will become a better musician; second, the entire ensemble will improve.

You are part of a group: when you don't produce, it hurts everyone.

Guitar Ensembles

I. Ensemble Attendance

Membership in the *Guitar Department* automatically includes mandatory attendance at all rehearsals, lectures, master classes, lessons, and performances. This includes all sectional rehearsals. **If a student is accepted into an All-State or All-County ensemble, attendance at all rehearsals and the concert is also considered mandatory.** Absence due to serious illness, medical emergencies, or family-related death will be excused. However, the teacher should be given prior notice if possible, and it should be understood that it will be the student's responsibility to coordinate a performance or alternate musical experience. Unexcused absences are a **major factor in grading** and will likely result in the drop of **at least** one letter grade. Unexcused absences from rehearsals the week of a performance or from a performance may result in the student's being placed on *artistic probation*. All department concerts, master classes, workshops, and rehearsals scheduled on the calendar are a part of the curriculum. Specific arrangements must be made with the directors in event of conflicts with *other school activities*. **Communication** from the student beforehand and in a timely manner is the key component in this area.

The major performances of the year are listed on Harrison website at www.harrisonarts.com. ***It is the student's responsibility to stay aware of Guitar Department calendar activities. Students are expected to be in attendance at ALL calendared events.***

Students must show up to daily rehearsals during the class time, prepared to play. All students will bring their own guitars every day unless excused in advance by the teacher. Students will keep original copies of all music in their assigned slots in the music cabinet.

On entering the guitar suite, students will get their instruments and music immediately. Students will be at their assigned places no more than 5 minutes after the last bell. Students will tune their instruments quickly and without talking, and once tuned will remain silent and ready to rehearse.

II. Positions in the large ensemble:

Each section will have a principal player. This is a position of honor. Principal players do not share a music stand, and are responsible for making sure that the members of their section have all their music with them, have the correct fingerings written in their parts, and understand their music. A principal who believes that a member of his/her section doesn't understand the music adequately may either work independently with that student, or may refer the student to me for assistance.

Principal chairs are selected on a basis of an audition process. In general, the chair may be challenged at the end of each quarter. However, if the teacher feels that a principal is not performing up to expectations, the teacher may call for auditions for that spot.

III. Grades

Students will receive weekly performance assessments in which they will be required to play a section of their ensemble part. All grading will be based on a specified rubric. **Students may have points deducted from their weekly grades for the following infractions:**

- lack of materials (i.e. instrument **in working order**, music, pencil, etc) (up to 10 points)
- not playing to potential (varies)
- not being ready to play in a timely fashion (2 – 5 points)
- lack of attention/response a conductor (3 – 5 points)
- music left out after rehearsal (2 – 5 points)
- disruptive behavior (25 – 41 points)

After-School Rehearsals: Points may also be deducted from a student's ensemble grade for any of the following:

- unexcused non-attendance (25-50 points per event)
- unexcused tardiness (varies according to time missed, average 1 point per minute.)

Performances: Students who earn grades of "A" arrive on time (early), are dressed appropriately, perform according to their ability, and stay after to help the group by cleaning up. Performances will count as an exam grade, worth 100 points. **Points will be deducted for the following infractions:**

- unexcused tardiness for call (varies, average 1 point per minute) **A student who arrives after the performance has begun may not perform in the concert. The penalty outlined below will apply.**
- inappropriate dress (15 points)
- inappropriate concert etiquette (15 points)
- not playing to potential (20 points)
- leaving without helping clean up (10 points)
- disruptive behavior backstage (25 points)

An unexcused absence from a performance will result in the student being placed on artistic probation, and will result in the student receiving a grade 50% as their quarterly grade. Missing more than one performance will result in a recommendation to the principal that the student be withdrawn from Harrison.

IV. After-School Rehearsals

There will be **mandatory** rehearsals after school as per the Important Dates sheet. These dates may also be found on line at the guitar department's [Polk Aps Page](#). These rehearsals will begin promptly at 2:15 and will end no later than 3:45. **Students who are not involved in additional tutoring or are not waiting for a shuttle MUST leave the campus immediately after each after-school rehearsal.** Students who are taking the shuttle will remain at the assigned location until the arrival of the shuttles.

Unexcused absence or tardiness will be reflected in the Guitar Ensemble grade. Any absence in excess of 4 will require a parent note **and** phone call. Absences in excess of 8 will require a meeting with the student's parent or guardian.

Instrumental Technique

I. Grades

Weekly Performance Grades

Students will receive a weekly performance grade for technique class based on an appropriate rubric. Performance grades will alternate between scales and arpeggio juries, repertoire juries, and sight reading quizzes.

Guest Artist Activities:

Individual improvement is a key to improvement of our group as a whole. In order to achieve this goal, guitar students are afforded the opportunity and expected to participate in Master Classes and Coaching Sessions run by Guest Artists. Guitar students will attend and perform at these sessions/seminars. In addition, most visiting artists will give an after-school master class. Attendance at these master classes is mandatory (excused absences will require a parent's note), although not all students will play in master classes. Attendance will count as an exam grade (an excused absence will count as an excused grade), for which the only possible grades are 100 and 0.

Private Guitar Lessons

Students are required to take 4 hours of private classical guitar lessons **from an approved guitar teacher** per semester. It is strongly recommended that students take one 60-minute lesson every

week, however, it is also understood that the cost incurred may make this prohibitive for some students. For this reason, we have allocated **\$144 per school year** for each student as a supplement toward paying for **8 one-hour private lessons**. At **\$18 per hour** it is also understood that this amount may not offset the cost of lessons sufficiently to allow for weekly lessons. In the event that the student is unable to take weekly lessons, it is recommended that scheduling of the lessons be distributed more or less equally over the two semesters. Students may take 8 thirty minute lessons per semester, which is approximately one every other week. This is the most highly recommend course for students unable to take weekly lessons. (Students who are unable to meet this requirement due to economic hardship must see me in order to develop an alternate plan.)

Guitar Program Curriculum:

1) Harrison Performance Attendance Requirements

All students must attend at least 2 Harrison performances that involve music (Symphony, Piano, Choral, Jazz, or Dance Concerts or the school musical) per semester. (Students are also encouraged to support all Harrison departments, and to attend theatre productions, film screenings, art gallery exhibitions, etc. Remember, if you want other students to show up for your performances you should plan to go to theirs.) Attendance at a concert will be factored into the student's semester grade as an exam, with the only possible grades being 100 or 0. Ticket stub or program/playbill signed by any Harrison faculty member at the performance will be considered evidence of attendance.

In addition, students will write a 500 word critique of one of these performances each semester. Critiques will be graded on correct vocabulary, grammar, spelling, syntax and content. (Critique of an outside concert may be substituted, but this does not excuse the student from attending 2 Harrison performances per semester.) **All critiques must be submitted within one week of the concert.**

2) Solo & Ensemble, All County, All State:

Students (except for 9th graders and students who are new to the department) are required to audition for All State, and to participate in the District Solo and Ensemble Solo MPA. Students receiving a "Superior with Distinction" rating in district or state solo MPA, or who are accepted into the All State Guitar Ensemble will have the jury waved for the semester in which the rating occurs, and will receive a grade of 100% in lieu of that jury. Students receiving a rating of "Superior" in district or state MPA will have the option of waving the jury requirement, and will receive a grade of 90% in lieu of that jury. These students are, however, encouraged to take the jury with the intent of scoring better than 90%.

3) Forum:

There will be weekly forums. All students are required to perform all 4 of their repertoire pieces at least one time in a forum, one piece each quarter. Performance in Forum will count as a weekly jury grade for that week, and non-participation will result in a grade of 0 being factored into the quarter. Students who fail to perform in a Forum for 2 consecutive quarters will be

placed on artistic probation. Any student who fails to perform in a Forum for a third consecutive quarter will be recommended to the principal for withdrawal from Harrison.

In addition to the required forum performances, students are encouraged to play “works in progress” as often as they like (time permitting) in forum with no grade attached.

Students will receive peer and teacher evaluations for all forum performances, graded or not, in order to know what areas need work.

4. Juries: (Students may refer to rubrics in the *Appendix* of this handbook.)

Each student will perform 2 solo pieces for the first semester jury, and 4 pieces at the end-of-the-year jury (will include the 2 played at the end of the first semester). Students will also perform scales and one estudio. **The jury is a formal event, and students will be appropriately dressed (formal concert attire) and will observe correct concert protocol.**

Freshman Year (Guitar 1):

Scales: Students will master all major and minor scales in two octaves. This will include harmonic and melodic forms of the minor. Scales will be played using i-m, m-a, and i-a both free and rest strokes at in quarter notes at 80 bpm on the metronome. Students will also demonstrate scales using a variety of dynamics, rhythms, and articulations.

Technical Exercises: Students will master selected right and left hand exercises from “Pumping Nylon” by Scott Tennant.

Estudios: Students will master 4 estudios (one each quarter) by Leo Brouwer, Matteo Carcassi (from the 25 Estudios, op. 60) or Fernando Sor (from the Segovia edition of 20 Sor studies).

Solo Repertoire: Students will master 2 pieces of repertoire from the following list and 2 pieces of commercial (popular) music of their own choosing (subject to teacher approval):

Luis Milan: any of the 6 Pavanas

Francisco Tárrega: Adelita, Sueño, Marieta, Maria, Rosita

Heitor Villa-Lobos: Any of the 5 Preludes

J.S. Bach: Any prelude

Miguel Llobet: any of the 10 Folk Song arrangements.

Sophomore Year (Guitar 2):

Scales: Students will master all major and minor scales in two and three octaves. This will include harmonic and melodic forms of the minor. Scales will be played using i-m, m-a, and i-a both free and rest strokes at in eighth notes at 60 bpm on the metronome. Students will also demonstrate scales using a variety of dynamics, rhythms, and articulations.

Technical Exercises: Students will master selected right and left hand exercises from “School of Reason” by Emilio Pujol.

Estudios: Students will master 4 estudios (one each quarter) by Matteo Carcassi (from the 25 Estudios, op. 60), Fernando Sor (from the Segovia edition of 20 Sor studies) or Napoleon Coste.

Solo Repertoire: Students will master 2 pieces of repertoire from the following list and 2 pieces of commercial (popular) music of their own choosing (subject to teacher approval):

Heitor Villa-Lobos: Any of the 5 Preludes

J.S. Bach: Any movement from a lute or cello suite

Augustin Barrios: Any work

Isaac Albénis: Asturias

Enrique Granados: Spanish Dance no. 5

Roland Dyens: Tango en Skai

Leo Brouwer: Any movement from “El Decamarron Negro”

Junior Year (Guitar 3):

Scales: Students will master all major and minor scales in two and three octaves. This will include harmonic and melodic forms of the minor. Scales will be played using i-m, m-a, and i-a both free and rest strokes at in eighth notes at 80 bpm on the metronome. Students will also demonstrate scales using a variety of dynamics, rhythms, and articulations.

Technical Exercises: Students will create their own technical exercises for both right and left hand. These will include ascending and descending slur exercises, right hand arpeggio patterns, and a tremolo study.

Estudios: Students will master 4 estudios from the Segovia edition of estudios by Fernando Sor or from the Napoleon Coste Estudios.

Solo Repertoire: Students will master 2 pieces of repertoire from the following list and 2 pieces of commercial (popular) music of their own choosing (subject to teacher approval):

Heitor Villa-Lobos: Any of the 5 Preludes or any of the pieces from the Brazilian Suite

J.S. Bach: Any movement from a lute or cello suite

Augustin Barrios: Any work

Isaac Albénis: Asturias

Enrique Granados: Spanish Dance no. 5

Nikita Koshkin: Usher Waltz

Leo Brouwer: Any movement from “El Decamarron Negro”

Francisco Tarrega: Recuerdos de la Alhambra or Capricho Árabe

Senior Year (Guitar 4 – Honors):

Scales: Students will master all major and minor scales in two and three octaves. This will include harmonic and melodic forms of the minor. Scales will be played using i-m, m-a, and i-a both free and rest strokes at eighth notes at 120 bpm on the metronome. Students will also demonstrate scales using a variety of dynamics, rhythms, and articulations.

Technical Exercises: Students will create their own technical exercises for both right and left hand. These will include ascending and descending slur exercises, right hand arpeggio patterns, and a tremolo study.

Estudios: Students will master 4 estudios from the Segovia edition of estudios by Fernando Sor and 4 estudios by Napoleon Coste.

Solo Repertoire: Students will master the following:

An Etude by Heitor Villa-Lobos

A Prelude from a Bach Lute Suite

An approved piece of music by a living composer (classical or commercial)

An approved piece of Spanish or Romantic repertoire

All seniors will perform a 15 – 20 minute senior recital consisting of all 4 pieces studied in senior year in lieu of their end of the year juries.

All seniors will write a term paper of no less than 5 pages (typed using Times New Roman 12 point font, double spaced with 1 inch margins). Topics must apply to classical guitar and must be approved by the teacher in advance.

Substitution for any of the required repertoire must be approved by Dr. Phillips.

General Rules and Policies

Artistic Probation

Music is a discipline that can only see development through hard work and dedication. It is the responsibility of each student to grow artistically and to meet the requirements of the program. This is very demanding for a student; but well within his or her grasp. At times, some students do not take their artistic development seriously. In these cases, a student may receive the status of

probation. A student will be notified verbally when he/she is at risk for placed on artistic probation. In the event that there is no improvement within a three week period, the parents will be notified by a letter from the Harrison school administration stating the reason or reasons for artistic probation.

Once placed on probation, students will have nine weeks to show improvement. After this period, the teacher will make a recommendation to the Administration as to whether the student has shown sufficient improvement and be fully reinstated, face further correction, or be removed from the program.

If the probation is for failure to attend a performance or a rehearsal the week of a performance, failure to attend a performance or rehearsal the week of a performance the following semester will be cause for the teacher to recommend to the Administration that the student be removed from the program.

In the event that a student is placed on artistic probation and commits another infraction that could result in probation the teacher will recommend to the Administration that the student be removed from the program.

A student may be placed on **artistic probation** for:

- Guitar Ensemble or Guitar Tech grade is a “C” for two consecutive marking periods
- Failure to pass a jury
- Repeatedly behaves in a manner that disrupts rehearsals
- Fails to correct behavior or conditions leading to the initial warning within 3 weeks
- 3 unexcused absences from rehearsals
- Missing a rehearsal the week of a performance
- Missing a performance
- Excessive tardiness to rehearsals or performances

TARDY POLICY

An unexcused tardy is defined as being late to class without the appropriate documentation as to the reason for the student’s tardiness. A student must be in the classroom when the tardy bell begins ringing. Students who miss more than 20 minutes of a class will be considered absent from that class.

1st Tardy	1st Student Warning
2nd Tardy	2nd Student Warning
3rd Tardy	Teacher contacts parent by telephone or e-mail.
4th Tardy	Detention assigned by teacher.
5th and subsequent Tardies	Discipline Referral issued. Excessive tardies can result in progressive discipline.

Accounting of tardies will be recorded by the teacher on an 18-week basis.

Daily Classroom procedures:

- Students must be seated at their music stand with their instruments no later than 5 minutes after the tardy bell.
- Students will be instructed to tune their instruments. At this time there is no talking and no playing of instruments that is not related to tuning. No noodling!
- Students will stop playing and will remain silent when they have finished tuning.

Instruments

Harrison Arts Center owns 8 handmade Augustino Lo Prinzi guitars, a lower quality classical guitar, and an electric guitar. These may be used by any student enrolled in the HAC guitar program, but may not be used by any other students.

Students may not assume that they will have access to school guitars. As there are only 8 HAC instruments and over 30 guitar students, it is imperative that students have their own instruments **every day**. Exceptions made are if a student's instrument is being repaired, and or if arrangements are made with the teacher in advance. **Broken strings are NOT an acceptable excuse. Students must have a complete set of spare strings and a string winder in their guitar cases at all times**, so that if a string breaks they may replace it in a timely manner. The only exception is in the event that a string has broken immediately before or during a rehearsal.

In the event that a student has an acceptable excuse for not having a guitar in school, that student will have priority in using a school instrument. If any student who has no acceptable excuse is thereby left without an instrument, **all students who do not have an instrument and a valid excuse** will have a 60% factored into their grades for technique class. **Remember, it is your responsibility to have your instrument with you. If you do not, and even if you are fortunate enough to be able to use a school guitar, there is no guarantee that your grade will not reflect your lack of responsibility.**

All guitars must be stored in a instrument locker when not in use. **All HAC guitars must be signed out at the beginning of every rehearsal or class, and signed back in at the end of every rehearsal or class.** Any student who does not properly stow a school guitar in its locker, with the case completely latched after class/rehearsal will lose the use of school guitars for an indeterminate amount of time. **The last student to sign out a guitar is ultimately responsible for correctly stowing it.** Any student who uses a guitar without signing it out, or who uses one while it is signed out to another student will lose the use of school guitars for an indeterminate amount of time.

The Music Facility

1. All students are to assist in keeping the entire school facility clean and neat.
2. Practice rooms are to be used for practice only. Students who are sent to practice rooms may use **ONLY** the practice rooms between the chorus room and the Music Rotunda, the ensemble room, or the music theory room. Students may not use the rotunda as a practice area. Students must check in with the teacher if they intend to leave the practice room for any reason.
3. **Schoolbooks and lunch items are to be kept in book lockers only.** Repeated violations will result in suspension of instrument locker privileges.

4. Personal items left in the facility will be viewed as unwanted and will be removed without warning.
5. **There is no food permitted in the guitar area.**

Music, Music Folders and Materials

All students are to show respect for all music and materials issued. This music should be taken home for practice, but must be at every rehearsal - **even if you are not**. Music must not be “stuffed” in the folder; bent or otherwise mutilated. It is the responsibility of each student to maintain his/her folder and contact the teacher in the event that music is lost for a replacement copy. This must be done so that rehearsal interruptions are kept to a minimum. **There will be periodic “surprise” inspections of the folio cabinet. Students who are missing any materials will have 5 points taken from their ensemble participation grade for the first occurrence, 10 for the second, and 20 for any subsequent occurrences.**

Students will be assessed monetarily for any and all lost materials.

Ensemble Music

Some music will be shared for performance and rehearsal.

Each student must have his/her own copy of the music for practice.

Number measures and make marks neatly in pencil only.

When not in use, the concert folders and foot-stands will be stored in the music folio cabinet. **No other location is acceptable.**

Guitar frames and cushions will be returned after each class or rehearsal to the appropriate box in the guitar locker room. HAC guitar supports may not be put into instrument lockers under any circumstances. Music no longer being used will be returned to the teacher at a time when the teacher may notate its return.

Private Property

Students are responsible for their own property. While there has never been a problem with theft in the department, students are not always careful about ascertaining that equipment used does not belong to someone. For this reason, it is incumbent upon each student to keep his or her private property locked up when not in use. This includes empty guitar cases during class or rehearsal time.

Perception and the Public

Because of the nature of the organization, discipline will be strict. Students are constantly on display and must always be aware of the importance of good behavior. You are part of something larger than yourself: you represent the *Harrison Guitar Department*, the school, and the community at large. Bad conduct casts a negative reflection on the entire group. Any student who casts discredit on the group by his/her conduct, in or out of class, is a liability. **In such cases, students will be subject to separation from or even dismissal from the group.** In cases of separation, students will not be allowed to rehearse or perform with the group at the discretion

of the directors and will instead be required to complete alternative assignments. Dismissal means the students will cease to be a member of the group.

Students must be in complete concert attire for the entire duration of all performances in which they are taking part. When setting up or striking students may (and should) change their clothes, but they may not under any circumstances wear part of the concert attire. (For example, you may not take off your Nehru Jacket and wear the Nehru Suit pants and a tee-shirt after the concert. You may, after the entire concert is over, change into jeans and tee-shirt.)

Performance Rubric for Solos and Estudios

Name:

Piece:

	1 Point	2 Points	3 Points	4 Points	
Note accuracy	There are 8 or more pitch errors	There are 5 to 7 pitch errors	There are 3 or 4 pitch errors	There are no more than 2 pitch errors	
Rhythmic accuracy	There are 8 or more rhythmic errors	There are 5 to 7 rhythmic errors	There are 3 or 4 rhythmic errors	There are no more than 2 rhythmic	
Tone	Tone is harsh and thin, and the playing is marred by pervasive buzzes and fret noise.	Tone is harsh or thin and there are few buzzed notes and little fret noise.	Tone is clear and full, and there are few buzzed notes and little fret noise.	Tone is clear and full, and is free of buzzed notes and fret noise.	
Playing Posture	Guitar is on right leg.	Guitar is on left leg.	Guitar is on left leg. Student is sitting forward in seat and is not slouching.	Guitar is on left leg, facing forward, and slightly diagonal. Student is sitting forward in seat and is not slouching.	
Right hand technique	Student repeats one finger or the thumb pervasively, and fails to distinguish between free and rest strokes.	Student rarely alternates fingers, uses the thumb incorrectly or not at all, and makes poor use of free and rest strokes.	Student alternates fingers sometimes, uses the thumb only where appropriate, and makes use of free and rest strokes.	Student alternates fingers consistently, uses the thumb only where appropriate, and makes good use of free and rest strokes.	
Left hand technique	Left hand moves with difficulty from note to note, with hesitations and position changes are marked by break down of rhythm.	Left hand moves with some difficulty from note to note, and position changes are marked by slight hesitations in rhythm.	Left hand moves with very little difficulty from note to note, and position changes are in rhythm but with slightly audible breaks.	Left hand moves smoothly from note to note, and navigates any position changes without audible breaks	
Dynamics	Dynamic markings are ignored or executed with poor contrast.	Some dynamic markings are observed and executed with unsatisfactory contrast.	Most dynamic markings are observed and executed with fair contrast. Dynamic gradations are used to draw attention to important musical lines.	All dynamic markings are observed and executed with good contrast. Dynamic gradations are used to draw attention to important musical lines.	
Attention to musical instructions	Musical instructions are ignored or observed with very little contrast.	Few musical instructions are observed with fair contrast.	Most musical instructions are observed with good contrast, and are well integrated into the musical texture.	All musical instructions are observed with good contrast, and are well integrated into the musical texture.	
Phrasing	Lacks fluency.	For the most part plays with fluency, allowing only a few lapses in the flow of the music.	Plays with good fluency.	Plays with good fluency and uses articulations and rubato to shape phrases in a natural way.	
				36	0
				Adjustment	0

Rubrics for Sight Reading

Musical Literacy:

_____ Student is able to accurately sight read the pitches. *(40 points)*

_____ Student is able to accurately sight read the rhythms. *(40 points)*

_____ Student is uses good left hand fingering while sight reading. *(10 points)*

_____ Student integrates good right hand finger alternation into sight reading. *(10 points)*

Total score _____

Essay Rubric

Criteria						
Points	6	7	8	9	10	
Organization	Sequence of information is difficult to follow.	Reader has difficulty following work because student jumps around.	Sequencing is for the most part logical and consistent, but reader gets confuse 2 or 3 times due to occasional lapses.	Student presents information in logical sequence which reader can follow.	Information in logical, interesting sequence which reader can follow.	_____
Clarity and syntax	Sentences are unintelligible	Sentences can be understood but poor use of syntax makes it difficult to follow, or sentences are overly simple or immature.	Sentences can be understood but sentences are overly simple or immature.	Sentences are easy to follow, using correct syntax and are of a complexity appropriate to grade level.	Sentences are easy to follow, using correct syntax, and are sophisticated in structure.	_____
Grammar and Spelling	Spelling and grammatical errors are chronic.	Work has four or more spelling errors and/or grammatical errors.	Presentation has three misspellings and/or grammatical errors.	Presentation has no more than two misspellings and/or grammatical errors.	Presentation has no more than 1 misspelling or grammatical error.	_____
Consistency	Work is chronically inconsistent in use of tenses and point of view.	Work is chronically inconsistent in use of tenses or point of view.	Work is somewhat consistent in use of tenses and/or point of view.	Work is mostly consistent in use of tenses and/or point of view.	Work is consistent in use of tenses and point of view.	_____
Content and relevancy.	Student has no understanding of event and there are 3 or more irrelevant statements.	Student is confused about some of the event content and there are 2 or 3 irrelevant statements.	Student is confused about some of the event content and there are 1 or 2 irrelevant statements.	Student demonstrates a clear understanding of the event but there are 1 or 2 irrelevant statements.	Student demonstrates a clear understanding of the event and all statements are relevant.	_____
					Total---->	_____

STUDENT/PARENT INFORMATION SHEET

This form is due no later than August 26, 2016.

Failure to have this form on file will result in a lowering of the daily grade until it is turned in.

Please write legibly

Student Name: _____

Instrument Locker Number and Combination: _____

Home Phone _____ Student Cell _____ Texting: yes / no

Student E-mail _____

Grade _____ Birthdate _____

Private Teacher _____

Mother or Guardian Information

Name

Work Phone _____ Home Phone _____

Cell Phone _____ Texting: yes / no

E-mail

Father or Guardian Information

Name

Work Phone _____ Home Phone _____

Cell Phone _____ Texting: yes / no

E-mail

Handbook Acknowledgement

This form is due no later than August 26, 2016.

Failure to have this form on file will result in a lowering of the daily grade until it is turned in.

Statement of Acceptance

I hereby acknowledge that I:

1. have read the ***Guitar Handbook*** and any additional procedures which have been made known and agree to adhere to them.
2. will accept the penalties for not following the rules of the organization.
3. recognize the responsibility of attending performances and rehearsals which pertain to the group(s) in which I am participating.
4. understand that I will be held responsible for equipment and music checked out to me.
5. recognize that it is a privilege to participate in any Harrison Guitar Department activity and will strive to earn respect for myself, my orchestra, my school, and my community.

PRINT Student

Name: _____

Student Signature: _____ Date: _____

PRINT Parent Name: _____

Parent Signature: _____ Date: _____