

BAR COLLEGE CONSERVATORY OF MUSIC

ADVANCED PERFORMANCE STUDIES

PROGRAM

2024-25 PROGRAM HANDBOOK

TABLE OF CONTENTS

<i>About Bard</i>	3
About the College	
About the Conservatory	
Conservatory and Program Administration	
About the APS Program	4
Welcome to Bard and Bard College Statement of Commitment to Diversity	4
Campus Facilities and Resources	5 - 7
Bookstore	
Central Services	
Health Services	
International Students Office	
Physical Plant/Building and Grounds (Residence Hall Keys and ID's)	
Post Office	
<i>Getting Around Bard</i>	7
<i>Conservatory Internal Website</i>	8
<i>APS Attendance Policy</i>	9
<i>Curriculum</i>	10-11
Conservatory Orchestra	
Private Lessons	
Chamber Music Seminar	
Recitals	

ABOUT BARD COLLEGE

Bard College, founded in 1860, is an independent, co-educational, four-year, liberal arts and sciences college located on a 540 acre campus in Annandale-on-Hudson, New York. In addition to the Graduate Vocal Arts Program, the college offers several innovative graduate programs including: the Graduate Conducting Program, The Milton Avery Graduate School of the Arts, the Graduate Center in Decorative Arts and Culture, the Center for Environmental Policy, the Bard Master's of Arts in Teaching Program, and the Center for Curatorial Studies. Bard College is also home to the Levy Economics Institute and the Conductor's Institute.

ABOUT BARD COLLEGE CONSERVATORY OF MUSIC

Building on its distinguished history in the arts and education, Bard College launched The Bard College Conservatory of Music, which welcomed its first undergraduate class in August 2005. The innovative five-year program of study is guided by the principle that musicians should be broadly educated in the liberal arts and sciences to achieve their greatest potential. All undergraduate students complete two degrees, a bachelor of music and a bachelor of arts in a field other than music. The Conservatory also includes the Preparatory Division for young people up to the age of 18.

Conservatory Administration

Leon Botstein, President of Bard College / Music Director, Bard College Conservatory Orchestra

Tan Dun, Dean of Bard College Conservatory

Frank Corliss, Director of Bard College Conservatory

James Bagwell, Director of the Graduate Conducting Program

Stephanie Blythe, Artistic Director of the Graduate Vocal Arts Program

Kayo Iwama, Associate Director of the Graduate Vocal Arts Program

Philip McNaughton, Lesson Scheduler

Sebastian Danila, Orchestra Librarian

Hsiao-Fang Lin, Orchestra Manager

Katie Rossiter, Director of Conservatory Admissions

Abbegael Greene, Conservatory Admissions Counselor

Kat Ottosen, Manager of Event Production

Mary-Elizabeth O'Neill, Associate Director of Curriculum and Programming

Marc Mancus, Associate Director of Production and Student Employment

Erika Switzer, Director of Postgraduate Collaborative Piano Fellowship

Lisa Krueger, Graduate Programs Coordinator

ABOUT THE ADVANCED PERFORMANCE STUDIES PROGRAM

The Advanced Performance Studies Program is a non-degree-granting, four-semester program for exceptionally gifted performers who wish to continue their study of music through concentrated study with the world-class faculty of the Bard Conservatory. Applicants must have completed at least the bachelor of music or its equivalent and must demonstrate a high level of ability and potential through the admission process.

The curriculum for the Advanced Performance Studies program includes weekly private lessons and full participation in the Bard Conservatory chamber music program. Orchestral instrumentalists are required to participate in the orchestral program. Solo pianists are required to take the collaborative piano practicum course. And collaborative pianists, in addition to the piano practicum course, are required to take collaborative piano seminar. Pianists also play for various courses throughout the Conservatory, such as the Graduate Conducting Seminar and the Graduate Vocal Arts Program diction, opera workshop, and Core Seminar classes. All APS students are full-time students, and they all have the opportunity to audit or enroll in most courses throughout the college.

ESL classes are available as an elective for international students who wish to improve their skills in English.

WELCOME TO BARD, and COMMUNITY STANDARDS OF BEHAVIOR

(Excerpted from the Dean of Student Affairs Office (DOSO) Bard Student Handbook. To reference the full DOSO Handbook, please visit <http://inside.bard.edu/dosa/handbook>)

Welcome to Bard

Bard has a long tradition as a place of refuge for scholars who face difficulties in their home countries. The College benefited immeasurably from the influence of émigré scholars who came to Bard in the 1940s and 1950s. Today the values we live by reflect our commitment to tolerance and understanding in an environment free of all forms of discrimination. Bard maintains a supportive, intellectually rich environment where students can engage themselves to the fullest while respecting all members of the community. The College is committed to maintaining a high standard of behavior based on trust, honesty, and tolerance. We hope your time here will be both intellectually stimulating and socially rewarding.

Bard College Statement of Commitment to Diversity

Bard College reaffirms its historical commitment to the maintenance of an educational community in which diversity is an essential and valued component. To that end, we believe that considerations for race, ethnicity, religious belief, sexual orientation, gender, gender identity, class, physical ability, national origin, and age should enrich intellectual engagement and development. In every aspect of the College's operations, therefore—in admissions, in student services, in faculty and staff appointments, in student life, in public events, and in the curriculum—our responsibility to diversity is expressed. Our students, faculty, staff, and administration stand united in support of an inclusive environment in which freedom of expression is balanced with a respectful standard of dialogue.

CAMPUS FACILITIES AND RESOURCES *(Taken from the Dean of Student Affairs Office (DOSO) Bard Student Handbook. For the full DOSO Handbook, please visit <http://inside.bard.edu/dosa/handbook>)*

Bookstore

Location: Bertelsmann Campus Center

Phone: 845-758-7005 (x7463)

Website: www.bard.bncollege.com

Hours: Monday–Thursday 9 am–5 pm

Friday 9:00 am–4:00 pm

Saturday 12:00 pm–4:00 pm

The bookstore stocks books and supplies required for course work and a wide selection of general books, college supplies, and imprinted merchandise. It will also special order any book that is not in stock but is in print. Textbooks are ordered from requisitions submitted by the faculty. They are arranged by course number. Textbook information is available on our website for all courses that we have received textbook orders on from faculty. The bookstore will cash personal checks for a maximum of \$50 between 9:00 a.m. and 4:00 p.m. Monday through Friday and between 12:00 noon and 4:00 p.m. on Saturday, when funds are available. There is a \$2 fee per check for this service. There is also a cash machine in the Campus Center, beyond the café.

Central Services

Location: Carriage House

Phone: 845-758-7463 (x7463)

E-mail: printjob@bard.edu

Hours: Monday – Friday 9:00 am–5:00 pm

Central Services offers large copy jobs, color copying, binding, heat transfers (shirts/totes), and posters up to 12"x18". Price list is available at Central Services. Payment is made either with cash or check. Copy jobs can be sent as a PDF to printjob@bard.edu or dropped off in person as a hard copy.

Health Services

Location: Robbins Annex

Phone: 845-758-7433 (x7433)

E-mail: healthservice@bard.edu

Website: <http://inside.bard.edu/healthservices>

Hours: Monday–Friday 9:00 am– 5:00 pm by appointment

Thursday evening clinic 4:00 – 7:00 pm by appointment

Staffed by four nurse practitioners, a part-time physician, a registered nurse, an administrative assistant, and a receptionist, the Health Service provides outpatient care to all registered students, including the piano fellows, and promotes optimum physical, emotional, intellectual, and social well-being through

primary health care. **In case of a medical emergency**, call the Bard Emergency Medical Service (Bard EMS) at 7777 or Safety and Security at 7460 for transportation to Northern Dutchess Hospital.

Office of International Student and Scholar Services (OISSS)

Location: Gahagan House

Stephen Mattos, Director of Visa and Immigration Services, smattos@bard.edu

Manishka Kalapuhana, Senior International Student Adviser P/DSO, ARO

Email: kalupaha@bard.edu Phone: 845-758-7328 Office: Gahagan 101

The International Student Services Office provides technical assistance and advice to international students. Its prime responsibilities are to keep the College and its faculty, staff, undergraduate and graduate students in compliance with the applicable immigration regulations and to help participants gain and maintain their F-1 and J-1 status, as well as to assist with administrative issues relating to employment, taxation, and the like. In conjunction with these formal obligations, the office provides informal advice on matters of cultural, social, and personal concern, and supports the activities of the International Student Organizations.

Physical Plant/Buildings and Grounds (B&G)

Location: Physical Plant Office

Phone: 845-758-7465 (x7465)

Website: <http://inside.bard.edu/bandg>

Reports of damage or maintenance needs (including heating, lighting, and plumbing) for residence halls, campus buildings, grounds, or equipment should be made online through the Buildings & Grounds Service Request Form at <http://inside.bard.edu/bandg/>. A Service Request Form must be filed for each individual trade (plumbing, electric, etc.). Multiple requests may not be combined on one work order.

Requests for non-residence hall keys should be made directly to the Physical Plant, with proper authorization forms available on the B&G website: (<http://inside.bard.edu/bandg/forms/>). No letters will be accepted. You must show your Bard College photo ID when purchasing replacement dorm keys.

New Student Bard ID Card

Submit a photo to be printed on your ID card. Navigate and login with your Bard Account credentials to our online photo submission tool (<https://studentid.bard.edu>). Follow the guidelines to submit a photo. If you have any issues using this tool, please contact your program administrator.

Wait to be notified. Bard's Security office is responsible for accepting or denying all photo IDs that have been submitted via the above linked tool. You will receive notification of acceptance or denial to your Bard Gmail account. If denied, please submit a new photo following the guidelines listed and wait for approval.

Pick up your new ID card. The Buildings and Grounds (B&G) Department processes all campus ID cards. Once you have received email notification of approval, you may pick up your

new card at the ID Card window at B&G between 11:00 am - 12:00, and 12:30 pm – 3:00 pm Monday through Friday.

For graduate students arriving after your program orientation or as a new student arriving for the Spring semester, you may fast track your new ID by going directly to the ID Card window at B&G, between 11:00 am - 12:00pm, and 12:30 pm – 3:00 pm Monday through Friday, to have your photo taken and receive your ID on the same day. This accelerated ID process requires you to bring with you either an email from your program administrator confirming your enrollment status and Bard ID, or Student Accounts new student paperwork for proof of identity.

Replacing a non-functioning ID card in your possession. Please visit the ID card window at B&G between 11:00 am – 12:00 pm, and 12:30 pm – 3:00 pm Monday through Friday. Present your current card and request a replacement. A new card will be printed while you wait.

Replacing a lost ID card. Please visit the Student Accounts window at B&G between 11:00 am - 12:00 pm, and 12:30 pm – 3:00 pm Monday through Friday and fill out the replacement paperwork. A fee of \$20 is required for your new ID card. After payment is received, your replacement will be printed at the ID card window down the hall.

Post Office

Location: Bertelsmann Campus Center

Phone: 845-758-7537 (x7537)

Large packages are shipped and received at the Physical Plant. All packages sent through UPS must be prepaid. Shipping and Receiving is located at the rear of the Physical Plant. UPS deliveries are left at the Physical Plant, where they are checked in and then forwarded to the post office. Very large packages are kept at the Physical Plant. Notification is sent by campus mail. To claim a package, you must present the notification slip. Any packages that are delivered to you must be picked up immediately, as there is a lack of storage space. The Physical Plant Shipping and Receiving Department is open Monday through Friday, 8:30 am– 4:30 pm, 845-758-7653 (x7653). *Please have your mail forwarded when you are away from campus for more than 4 weeks.*

United States Postal Service (USPS) mail should be addressed to you at:

Name
Bard College Conservatory
PO Box 5000
Annandale-on-Hudson, NY 12504-5000

The address for packages shipped via the USPS, UPS, Federal Express or other carriers is:

Name
Bard College
30 Campus Road
Annandale-on-Hudson, NY 12504-5000

GETTING AROUND BARD

Campus Shuttle

Bard has a campus shuttle that runs from Bard's campus to the neighboring towns of Red Hook and Tivoli. All Piano Fellows are welcome to use the shuttle, and information about the campus shuttle schedule and all local transportation can be found at <http://blogs.bard.edu/transportation/>.

Cars

If you have a car you will need to register the license plate with the Department of Safety and Security and obtain a parking sticker. They can also provide information as to which parking lots may be used. Piano Fellows are considered students and should not use faculty/staff lots.

CONSERVATORY INTERNAL WEBSITE

The Conservatory has an internal website that contains useful information, including (but not limited to):

- rules and regulations for all Conservatory students
- **calendar of events and classes, with venues and times**
- space reservation policies and procedures (including those for **practice rooms**)
- chamber music assignments
- Concert Office policies and procedures, including how to prepare a printed program

Please make a habit of checking this website daily, which can be found at the following link:

<https://blogs.bard.edu/conservatory-wiki/>

After signing in, you can access the Conservatory Calendar and the VAP Public-wikis calendar.

Practice Room Reservations

Practice rooms are available in Blum, Robbins House, and the Practice Room Building. Reservations are required for use during the week for rooms in these facilities. Please refer to the Conservatory website for specific information on how to reserve a room.

<https://blogs.bard.edu/conservatory-wiki/practice-rooms/practice-rooms-faqs/>

Studios in the Bito building that are not being used for teaching are available for practice. These studios can be reserved on Bard's Space Management system.

ADVANCED PERFORMANCE STUDIES ATTENDANCE POLICY

- The integrated curriculum and the interdependent and collegial nature of the Conservatory program makes attendance at, and promptness to, all lessons, coachings, classes, rehearsals and required performances mandatory.
- Students are expected to be in residence, living on or near campus while school is in session, and any absence from a curricular activity (for non-emergency reasons) requires submission of an Absence Request Form in advance in order to be considered an excused absence.
- Early departures for, or late returns from, vacations - whether for reasons of reduced travel cost or for another reason - are not considered valid excuses for missing classes, rehearsals, or performances.
- Medical appointments should be scheduled outside of class or rehearsal time if at all possible. If such an appointment must interfere with a class or rehearsal, an Absence Request Form must be submitted in advance.
- In the case of illness or family emergency, please do your best to notify your assigned conservatory advisor and the appropriate instructor immediately by phone or e-mail.
- Unexcused absences or excessive tardiness may result in grade penalties, loss of scholarship, probation or, in extreme cases, dismissal from the Conservatory.

ABSENCES FOR PROFESSIONAL ACTIVITIES

Any absence for outside professional activities (even very brief periods of time, e.g, auditions, performances, etc.) will only be deemed an excused absence upon approval by Conservatory Directors Frank Corliss and Kayo Iwama, following submission of the completed Absence Request Form as stated above. The directors will do their very best to respond to requests as quickly as possible.

***Important:** *Fellows should not accept outside professional engagements that occur during the school year without first receiving permission from the Conservatory.*

General Absence Request Procedure

Complete the Absence Request Form, located on the APS wiki. It is also located at the link below.

[Absence Request Form](#)

Lesson Cancellation and Rescheduling Policies

- Lesson and coaching times, and changes in lesson/coaching times, must be arranged through the Conservatory office, not privately with the teacher, since any changes may affect other students' schedules.

- Canceled lessons and chamber coachings will be made up only at the discretion of the teacher.
- Generally the office will not cover transportation costs for lessons that are rescheduled at the instigation of the student.

CURRICULUM

Program Requirements (36 hours of course credits, required and elective courses)

1. 36 hours of course credits (required and elective courses)
2. Four semesters of residence
3. Private instruction each semester
4. Chamber music, orchestra, and orchestral repertoire for winds, brass, and percussion each semester
5. Two solo recitals

Conservatory Orchestra

APS students are required as part of the APS curriculum to play all regular Conservatory Orchestra concerts. Examples of “regular Conservatory Orchestra Concerts” are: regular Fisher Center concerts, Prison Concerts, Benefit Concerts, Conservatory Orchestra run-out/tour concerts etc.

In addition to the regular Conservatory Orchestra curricular concerts APS students may be asked, as part of their music curriculum, to participate in additional special orchestral activities or concerts. These additional orchestral activities/concerts are grouped into “sets”.

“Sets” are defined as concerts or orchestra activities related to a single artistic project which are not part of the normal Conservatory Orchestral curriculum concerts. Examples of a “set” are: playing for Winter Songfest, playing for Conducting Degree Concerts, TON concerts, playing for Conducting Classes, etc. The rehearsals and concert for any given event are considered one “set”. For the Conducting classes, playing for 4 of these classes will be considered one set.

APS students may be asked to do up to 4 special Conservatory "sets" per semester. This is a requirement of the APS program.

APS students may also be asked to play for 2 “sets” per semester for TON. This is a requirement of the APS program.

Students who have not done their 4 Conservatory Sets but have done 2 TON sets may be asked to play TON sets to fill in the missing Conservatory sets.

Students doing additional TON “sets” beyond the required ones may receive compensation for doing these additional sets.

Private Lessons

APS students will receive weekly private lessons with a member of the Conservatory faculty. Students are welcome to seek additional help from other teachers. However, this must be done with the consultation and approval of the primary teacher or coach. Also note that the Conservatory cannot pay for extra lessons or coachings.

Chamber Music

All APS students are expected to participate in the Chamber Music Seminar every semester they are at Bard. Chamber music coachings and rehearsals are scheduled with the Conservatory office.

Solo Recitals

All students in the APS program are encouraged to perform two recitals during their studies at Bard. Typically, APS students present one recital in the first year of study and one recital in the second year. However, this is at the discretion of the student and studio teacher.