SIU School of Music
Woodwind Area Guidelines (as of October 2019)

Applied Lessons
Students may enroll in applied lessons for 1, 2 or 3 credits, but they must be a performance major, as approved by the woodwind jury or School of Music audition, to enroll for 3 credits:

- Students who take 1 credit applied lessons attend one half hour lesson per week, and no studio hour;
- Students who take 2 credit applied lessons attend one half hour lesson per week, plus the weekly studio hour
- Students who take 3 credit applied lessons attend a one hour lesson per week, plus the weekly studio hour

Studio Hour
Studio hour generally takes place Tuesdays at 10am, but some applied faculty may opt for a different time slot.

Convocation
The first Tuesday of each month at 10am is Convocation (plus the first Thursdays in December and May). Most convocations take place in the OBF Recital Hall. All music majors are required to attend Convocations, and non-majors taking applied lessons are encouraged to attend. Students fill out an attendance slip upon entering Convocation, which is monitored by their applied teachers. Students who wish to perform at a Convocation should fill out a Convocation Request form, located in the main music office, including the repertoire and length (10 minute maximum) and obtain the signature of the applied faculty member.

Accompanying Requests
If the student needs an accompanist for Convocations, Juries and/or Recitals, s/he should email a pdf of the accompaniment to the accompanying coordinator, Jenny Kirby (jennychoo@siu.edu), and fill out an Accompanying Request, located in the main office, including the applied faculty member’s signature.

Juries
Woodwind juries take place during finals week each semester. Woodwind juries, at which the student performs up to 10 minutes (music to be determined by the applied teacher and the student) before the woodwind faculty, usually take place on the Tuesday morning of Finals week in Altgeld 117. Either Jenny Kirby or Yuko Kato sets up the jury schedule. Once the faculty determine the number of jury slots needed, the woodwind coordinator places a signup sheet outside Altgeld 117. All applied students should then check with their accompanists and signup for a jury time. Jury slots are 10 minutes each.

It is up to the applied teacher as to whether applied students play juries and how much their jury grade is reflected in their course grade. For the jury, students are assessed according to their applied level (140, 240, 340 and 440 for undergraduate students and 440 and 540 for graduate students). At the jury, woodwind faculty advise the student as to the appropriate level for the following semester.
Attached here are two Jury forms in use: the student fills out the Jury Summary (noting their course level and the repertoire they have studied that semester) and the Jury Assessment form, which each faculty member on the jury fills out for each student performing a jury. The applied teacher for that student collects the Assessments, giving a copy to the student for feedback later, and keeping copies of each assessment and the Jury summary for each student. A copy of each Jury Summary is also turned in to the main office.

Faculty Evaluations
Some applied faculty give students a Faculty Evaluation form at their Jury and ask them to turn this into the office upon completion.

Upper Divisional Examination
To progress to the 340 level of applied lessons as an undergraduate, students must pass the upper division examination, which is a 9 minute performance before the entire applied faculty. These occur on the last day of classes each semester at 1pm. For students intending to take the Upper Division Exam, faculty must submit the Upper Division Exam application to the undergraduate coordinator.

Recitals and Previews
Students perform full or half recitals as required by their area of concentration. Woodwind faculty serve as the Preview Committee for each recital. Each student needing to perform a recital works with the applied faculty and assigned accompanist to arrange a date, time and location for the Preview and the Recital. Faculty each fill out the attached Woodwind Recital Preview Assessment Form.

Woodwind Syllabi
Students should always follow applicable policies and procedures as set forth in each attached woodwind studio syllabus and in the SIU School of Music Student Handbook.