The instructors and staff of the FSU Summer Music Camps are committed to making your FSU camp experience an educational, safe, and exciting opportunity. We hope that we can count on everyone in your family to help us make that happen. We encourage parents to become an active participant in camp preparation, and we are always happy to assist with any questions you might have.

This handbook is a resource for campers as they prepare to come to camp and while they are attending camp. We expect that all campers and parents know, understand, and abide by the policies presented here. Please take the time to read it carefully.

Thank you for choosing the FSU Summer Music Camps for 2019 and we look forward to seeing you this summer!

**MEET YOUR 2019 CAMP STAFF**

**Dr. Steven Kelly**, Camp Director  
*Professor of Music Education, Florida State University*

**Dr. Mark A. Belfast Jr., Assistant Camp Director**  
*Assistant Professor of Music Education, Southeastern University*

**Dr. Ryan V. Scherber, Assistant Camp Director**  
*Assistant Professor of Music Education, Case Western Reserve University*

**Mrs. Kerry Smith**, Administrative Director

**Counselor Staff:**

- Ms. Jennifer Dusek, Dorm Director and Head Counselor Supervisor
- Ms. Kali Gleacher, Day Counselor Supervisor
- Ms. Sara Leahman, Day Counselor Supervisor
- Ms. Bridget Shannon, Female Night Counselor Supervisor
- Mr. Zachary Pecore, Male Night Counselor Supervisor

**Day Counselors**  
Day counselors are with the campers while they attend classes during the day. These counselors are a great resource for campers that want to know more about what it’s like to be a student at FSU. Day Counselors are available to assist with anything the campers need, from forgotten items and finding classrooms, to pep-talks and snacks. Day counselors are stationed at the Help Desk in the Housewright Music Building and at Satellite Help Desks throughout the other classroom buildings.

**Night Counselors**  
Our resident staff of night counselors supervise the campers when they are at the dorm and at evening recreation activities. Many of them were campers in years past. Our counselors are always on hand to assist and to provide guidance, and they are ready to help with homesickness and other issues that might arise at camp.

**CONTACTS**

Admin Office Phone .................................................... 850-644-9934  
Admin Email ............................................................. musiccamps@fsu.edu  
Cashier (for payment questions/issues only) .................. 850-644-7559  
Need Your Customer ID? ................................................ registrar@fsu.edu  
Southgate Dorm Office .................................................. 850-521-5377

FSU Summer Music Camps  
P.O. Box 3061180,  
122 N. Copeland St.  
Tallahassee, FL 32306-1180
You can complete these forms online, or print them out and mail them back. Online Camp Forms  Printable Camp Forms

Online form submission will CLOSE as follows:
- Week 1 Camps (Choral, Piano Camp, Piano Institute, Guitar Workshop) - MAY 20
- Week 2 Camps (Jazz Ensemble Camps, Double Bass Workshop, Tuba/Euph Workshop) - MAY 27
- Week 3/4 Camps (Band Camp for Senior High, String Orchestra Camp, Honors Chamber Winds) - JUNE 03
- Week 5 Camps (Band Camp for Middle School, Marching Band Leadership & Color Guard Camp) - JUNE 17

If you are attending multiple camps you only need to complete the forms once.

PAYING YOUR CAMP BALANCE

<table>
<thead>
<tr>
<th>BALANCE PAYMENT DEADLINES</th>
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<tbody>
<tr>
<td>Band Camp For Middle School</td>
<td>June 24</td>
<td>Jazz Ensemble Camp for Senior High</td>
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<tr>
<td>Band Camp for Senior High</td>
<td>June 10</td>
<td>Marching Band Leadership &amp; Color Guard Camp</td>
</tr>
<tr>
<td>Choral Ensemble Camp</td>
<td>May 27</td>
<td>Piano Camp</td>
</tr>
<tr>
<td>Double Bass Workshop</td>
<td>June 03</td>
<td>Piano Institute</td>
</tr>
<tr>
<td>Guitar Workshop</td>
<td>May 27</td>
<td>String Orchestra Camp</td>
</tr>
<tr>
<td>Honors Chamber Winds</td>
<td>June 10</td>
<td>Tuba &amp; Euphonium Workshop</td>
</tr>
<tr>
<td>Jazz Ensemble Camp for Middle School</td>
<td>June 03</td>
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</tbody>
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To make a payment online, go to fees.fsu.edu.

You will need your Customer ID to make a payment. This number can be found on your registration confirmation email. If you cannot find your customer ID, you can send an email request to: register@capd.fsu.edu and someone will respond with your number.

Payments can also be made by check and money order (payable to Florida State University):

Mail payments to:
FSU-CAPD
Attn: Cashier
PO Box 3061640
Tallahassee, FL 32306-1640

No camper may start camp without being paid in full. Please note that we DO NOT ACCEPT CHECKS FOR TUITION & HOUSING PAYMENTS AT CHECK-IN. If you have an outstanding balance to pay at check-in you will need to pay with a credit card or cash.

Cancellation & Refund Policy

If you are unable to attend camp for any reason AND the camp administration office receives a written refund request, the following refund policy will apply:

- Written notice received in camp office 10 or more business days (M-F, 8am-5pm) prior to camp check-in:
  Refund of all money paid except the $100.00 non-refundable deposit.

- Written notice received in camp office 1-9 business days (M-F, 8am-5pm) prior to camp check-in:
  Refund of tuition less the $100.00 non-refundable deposit. No housing refund.

- As of 5pm on the last business day before camp check-in there are no refunds of any kind.

Acceptable forms of written notification include:

- Letters mailed to the camp administration office
- Emails sent to the camp administration office at musicamps@fsu.edu
- Letters faxed to the camp administration office at 850.644.5257

All of the above methods must be RECEIVED in our office according to the Refund Policy. Please be sure to get a confirmation from our office indicating that your request to cancel was received and that the refund is being processed.
TRAVELING TO CAMP

When & Where To Go For Check-In

ALL CAMPERS MUST ATTEND CHECK-IN (yes, this includes day campers).

You can arrive anytime during the designated time block. If you can't arrive during the designated check-in times due to extenuating circumstances, call us so we can help you make alternate arrangements.

All campers check-in at the HOUSEWRIGHT MUSIC BUILDING. See the map on the next page for parking and details.

<table>
<thead>
<tr>
<th>CAMPS</th>
<th>Date</th>
<th>Time Block</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choral Ensemble, Piano Camp, Piano Institute</td>
<td>June 9</td>
<td>1:00pm-3:00pm</td>
</tr>
<tr>
<td>Guitar Workshop</td>
<td>June 11</td>
<td>1:00pm-2:00pm</td>
</tr>
<tr>
<td>Jazz Ensemble Camps (for MS and SH)</td>
<td>June 16</td>
<td>1:00pm-2:30pm</td>
</tr>
<tr>
<td>Double Bass Workshop, Tuba/Euphonium Workshop</td>
<td>June 19</td>
<td>1:00pm-2:00pm</td>
</tr>
<tr>
<td>Band Camp for Senior High, String Orchestra Camp</td>
<td>June 23</td>
<td>9:00am-2:30pm</td>
</tr>
<tr>
<td>Honors Chamber Winds</td>
<td>June 23</td>
<td>9:00am - Noon</td>
</tr>
<tr>
<td>Band Camp for Middle School, Marching Band</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership and Color Guard Camp</td>
<td>July 7</td>
<td>11:00am-2:30pm</td>
</tr>
</tbody>
</table>

Campers Checking In With Another Family
Or Campers Traveling Alone

Campers do not have to have a parent with them to check-in as long as all of the camp forms are complete and they are paid in full. If the camper will be traveling to camp on their own, we suggest that parents call our office (850-644-9934) the week before camp to review the campers account.

Overnight campers who drive themselves to camp do NOT need a parking permit. They will receive a free parking permit for the Southgate Parking Garage where they will leave their car for the duration of camp. Campers are not allowed to drive during camp, so keys must be turned in to the dorm staff at Dorm Check-In.

What To Bring Inside For Check-In:

☑ YES - bring any camp forms that you need to turn in, and your medical insurance card *(if you did not submit a copy prior to your arrival.)*
☑ YES - bring your instrument and your music stand
☑ YES - bring your placement audition music *(if applicable. More about placement auditions will be found on page 6.)*
☑ YES - bring cash or checks if you wish to purchase a CD, Photo, T-Shirt, or private lessons.
☑ YES - bring a list of the medications that you have with you. We will be asking you to verify what medications the camper has to take or to turn in.
☑ YES - bring a smile and a friendly disposition

☑ NO - DO NOT bring your luggage in; leave that in the car for now. You won't need it until after you drive over to the dorm and get your room key.

Maps

We are located in Tallahassee, FL on the campus of Florida State University.

Click on the links below to see more:

- Printable Camp Map
- Interactive FSU Campus Map

Directions

Our street address is:
122 N. Copeland Street, Tallahassee, FL 32306

Traveling East on Interstate 10
(from Panama City)
- Take exit 199 to US 27 South (Monroe Street).
- Drive South on US 27 until you intersect with US 90 (Tennessee St.)
- Make a right onto Tennessee St.
- Take a left at the 6th stoplight (Copeland Street).

Traveling West on Interstate 10
(from Jacksonville, I-75 or I-95)
- Take exit 209A for US90 West.
- Drive west on US 90 (aka Mahan/Tennessee Street) for approximately 9 miles.
- Turn left onto Copeland Street.

Shuttle Service

We offer Shuttle Service from the airport and bus station. Learn more on page 9.

Camp Preferred Hotel

For families who are looking for a hotel while they are in town, we have partnered with the DOUBLETREE HOTEL to provide a discounted rate. The hotel is located in Downtown and close to our College of Music Buildings.

DoubleTree Hotel Tallahassee
101 South Adams Street, Tallahassee, FL 32301
Rate: $99.00/night *(includes free wifi and free self-parking)*

ONLINE RESERVATIONS CLICK HERE

For phone reservations call 877-800-2652 and reference Group Code: FMC or mention FSU Music Camp

Information on other area hotels can be found at [www.visittallahassee.com](http://www.visittallahassee.com)

Hotel Proximity Map
Recommended Parking Lot

FOR CHECK-IN: Follow walkway to Housewright Building

- Dohnanyi Recital Hall
- Opperman Concert Hall
- Longmire Recital Hall
- Ruby Diamond Concert Hall
- Southgate Campus Centre
  - Dorm & Dining Hall
- Southgate Campus Centre
  - Parking Garage

You can park in all University parking lots without a permit on weekends and on M-F after 4:30pm.
What You Will Do At Check-In

1. Visit our Welcome Station: pick-up your packet and verify all medications.

2. Confirm that you are paid in full.
   If you have an outstanding balance you will be required to pay it.

3. Visit specialty stations that vary with camp:
   • complete a music theory survey
     (Band Camps, String Orchestra, and Piano Institute)
   • private lesson sign-up (optional): see details to the right
     (Band Camps, Jazz Camps, String Orchestra, and Chamber Winds)
   • purchase required music: see details to the bottom right
     (Guitar Workshop and Choral Camp)
   • Choral Chamber Choir and Solo Recital Auditions (optional):
     see details on the next page (Choral Camp)

4. Merchandise sales
   • Audio CD’s. These may also be purchased in advance using this form.
   • Group Photos. These may also be purchased in advance using this form.
   • Camp T-Shirt ($18.00 / cash, check, or card)

5. Complete your Placement Audition
   (Band Camps, Jazz Camps, String Orchestra, Chamber Winds, and Guitar Workshop only). Details are provided on the next page.

6. Store your instrument

Where You Will Go Next

DAY CAMPERS are done with check-in at this point and should plan to return for the first scheduled camp event as listed on their camp schedule in the back of this handbook.

NIGHT CAMPERS will be directed to the dorm for dorm check-in.

LEAVE YOUR BAGS IN YOUR CAR UNTIL YOU HAVE YOUR ROOM KEY!!!

ONLY BRING IN:
✓ The name tag you received with your Welcome Packet
✓ Any medications that you are expecting the counselors to administer.
   These should be packed in a ZipLock bag in their original containers with the campers name written on everything.

AFTER you receive your room key, you can return to your car, get your bags, and head to your room.

Once you have received a room key you are officially under the supervision of the camps. If you wish to leave the dorm (to eat, run errands, etc...), you can only do so by being signed-out (in the Dorm Office on the 2nd floor or in the Southgate Lobby) by your parents or a pre-approved guardian.

Dinner will be served starting at 5:00pm and it is the first meal covered under the dining plan. All night campers must be in their rooms by 6:00pm and will be taken by their counselors to Opperman Music Hall for orientation.

Private Lessons
The following camps offer the option to sign-up for private lessons:
• Band Camp for Middle School
• Band Camp for Senior High
• Jazz Ensemble Camp for Middle School
• Jazz Ensemble Camp for Senior High
• String Orchestra Camp
• Honors Chamber Winds Ensemble

Lessons cost $50 per 50-minute lesson. Sign-up takes place at camp check-in only. Lessons and instructors are scheduled based on availability. The lesson(s) will take place during lunch or during a rehearsal; no lessons are scheduled outside of the 8am-5pm class day. Most lessons will be with a graduate or doctoral student. Campers may sign up for a maximum of 2 lessons per week.

Upon signing-up for a lesson time, please notice the name of your instructor. You will make your check payable to this person. We also accept cash, but not credit cards.

On the day of your lesson(s) you will meet your instructor at the help desk in HMU and sign-in on the sheet at the desk.

Absence policy: If you are absent to a scheduled lesson, we will give you one opportunity to reschedule, only if your instructor has times available for makeups. If the instructor does not have an available make-up time, the instructor will still be paid for the missed lesson. If your instructor is able to reschedule, and if you are absent again, the instructor will still be paid for the missed lesson. Signing up for lessons implies understanding of the absence policy.

Lessons for Piano Camp and Piano Institute are included with the cost of camp. You will get a lesson schedule on Monday morning.

Required Purchases
CHORAL ENSEMBLE CAMP must purchase the music for their Mixed Choir from Beethoven & Company at camp check-in. The price of this packet is TBA. We will know the price by the end of May and will post it on our Facebook page and send out notifications as soon as we know.

GUITAR WORKSHOP will be using the H.O.T. 2 guitar book by Class Guitar Resources. If you already own this book you can bring it with you. If you do not own the book you can buy it at check in for $20.00 payable with cash or by check made payable to Class Guitar Resources.
Placement Auditions
Warm-up rooms will be available

Campers at the camps listed below will perform a Placement Audition at check-in to determine ensemble and/or chair assignments. We encourage campers to prepare for the placement audition and then to trust the decisions of the FSU educators to place them in the appropriate ensemble. Our instructors want all campers to get the most out of their camp experience, and we stand behind the decisions they make. Changes will NOT be made. Please be aware that coming late to check-in, missing check-in, or leaving camp early, may effect your placement and/or seating.

We are proud that our campers have the opportunity to play alongside other student musicians from throughout the 50 states and other countries. The students at our camps come from a variety of backgrounds and musical experiences, and therefore, the ensemble assignment and/or seating campers receive may not be what they are used to back home.

At String Orchestra Camp, campers will also participate in re-seating auditions at the end of the first week of camp. Re-seating auditions will only change a student’s placement in his/her previously assigned orchestra. Students will not change orchestras as a result of re-seating auditions. For the re-seating auditions, students will perform excerpts selected from their orchestra music. After the re-seating auditions, students are not placed in a rank order based on ability. Instead, they are placed in an order that uses student’s individual strengths and weaknesses to help each orchestra perform at the highest possible level.

Band Camps: (Middle School and Senior High)
WIND, DOUBLE REED, AND BRASS INSTRUMENTS:
• Two scales of your choice
• Two solo excerpts, études or short pieces
  -One piece should be slower, lyrical
  -One piece should be faster and more technical

PERCUSSION:
Prepare a snare piece and a mallet piece

Jazz Camps: (Middle School and Senior High)
WIND & BRASS INSTRUMENTS:
• Two major scales of your choice
• One piece of your choice

DRUMMERS:
Please be able to play a swing pattern
(You do not need to use your personal kit for this audition; one will be provided. You can unload your drum kit after your audition is complete, before you go to the dorm.)

PIANO, GUITAR & BASS (ELECTRIC & UPRIGHT):
Please be able to play a 12 bar blues pattern

Honors Chamber Winds
(All campers audition at 2:00pm)
You do not need to prepare anything.
You will be provided with music to sight read.

String Orchestra Camp
• Two scales of your choice
• One solo piece of your choice
• You may also be asked to sight read

Guitar Workshop
You will be given short musical excerpts to play and you will have time prior to the audition to review. Do not be concerned about this audition or at the thought of having to sight read. It is a relaxed audition used to aide the instructors in providing a personalized learning experience at camp.

Optional Auditions for Choral Camp

Campers at Choral Ensemble Camp have the option to audition for the Honors Solo Recital and for Chamber Choir. Auditions will only take place at camp check-in. If you can not arrive during the designated check-in time then you will not be able to audition.

Honors Solo Recital:
16 students will be selected to perform at the Thursday evening Honors Solo Recital. If selected, campers will also be assigned to the Class Voice elective (as one of their two daily electives) where they will work on their piece.

Chamber Choir:
If selected, campers will be assigned to the Chamber Choir elective (as one of their two daily electives). The Chamber Choir will perform during the final performance on Saturday morning. Approximately 30-35 students will be selected for this ensemble.

What To Prepare:
A classical solo of your choice. You may use the same piece for both auditions. If you are auditioning for the solo recital, then this piece should also be the piece that you want to sing at the recital. An accompanist will be provided.

Honors Solo Recital Auditions (for SH Band Camp, Orchestra Camp, and Chamber Winds)

Campers at the above camps have the option to audition to participate in the Honors Solo Recital. This special recital will be performed on Wednesday, July 3rd. Approximately 15 campers will be selected to perform. Two rounds of auditions will be held during camp (not at check-in). Audition dates, times, and details will be posted at camp.

If you would like to audition, please keep the following in mind when preparing music to bring with you:
• The music you audition with will be the music you perform at the recital
• All music must be a music Class A/Grade 5 or higher with a time limit of 6 minutes
• All parts must be original - NO PHOTOCOPIES of music are allowed
• Only solos (with or without accompaniment) are acceptable. No ensembles, no trios, no duets. If an accompanist is required, one will be provided
LIFE AT CAMP

ATTENDANCE
Attendance at all camp events, rehearsals, and performances is mandatory for all campers. Attendance will be taken at the start of each class, every day. Night campers are not permitted to stay in their rooms if they are not feeling well. Anyone not well enough to go to a camp activity must be resting in sick bay or receiving medical treatment.

If your child is a day-camper and will be absent on a particular day, please call our office at 850-644-9934 to let us know that they will not be in.

CAMP STORE
A camp store will be set up in the dorm office to sell snacks and beverages. Laundry detergent and dryer sheets are also available for $2.00. This store accepts cash only. There are vending machines in the music buildings which accept debit cards or cash for snacks and beverages.

CHURCH
Campers at our two-week long camps who wish to attend church on Sunday may do so as long as there is a counselor available to go with them. Though counselors will do their best to take the camper(s) to their preferred denomination, the church selected may be based on how many campers wish to go and how many counselors are available to take them. Campers should let their counselors know early in the week if they would like to attend church so that arrangements can be made.

DRESS CODE
Dress for all camp activities is casual (shorts, t-shirts, jeans) but should be appropriate for classroom instruction and for group recreation activities. Revealing clothing, including swimsuits, is not permitted and it is at the discretion of the camp staff to require campers to change or cover up if an outfit or bathing suit is deemed inappropriate.

EXERCISE AND SPORTS
We can not make accommodations for campers to workout or practice other sports while at camp. There is not enough time in the campers schedule to workout or practice other sports while at camp.

FOOD ALLERGIES & DIETARY CONCERNS
Food Allergies listed on your medical form will be communicated to the Director of the Southgate Campus Centre.

The dining hall has limited capability to accommodate special dietary concerns for religious restrictions or other non-allergy related food concerns. Requests made on your Housing and Dining Request Form will be communicated to the Director of the Southgate Campus Centre, but we cannot control what options will or won't be provided.

For all dining matters, you will be provided with instructions for communicating directly with the Southgate Dining Director two weeks prior to the start of your camp so that a dining plan can be created.

INTERNET & CLASSWORK
There is limited access to the Internet available for students who are enrolled in an academic course. Arrangements should be made in advance and campers must bring their own laptop. Access will be provided in the camp office on evenings when the campers schedule permits. Use the Housing and Dining Request Form to request Internet access for classwork.

LAUNDRY
The dorm has laundry facilities available. The machines use a laundry card which can be purchased from the camp office or quarters. There is time during the two-week camps to do laundry on the weekend. The average cost of a load of laundry (washing & drying) is $3.00.

LOST AND FOUND
We maintain a lost and found at the Help Desk and the Dorm Office. Any items left/lost at camp can be returned at the families expense via the UPS store on campus. Items not claimed by July 19 will be donated or discarded. Call 850-644-9934 or email musiccamps@fsu.edu for help with Lost and Found.

MEAL PLAN
The dining hall is located on the first floor of the dorm. Three meals per day are included for overnight-campers starting with dinner on check-in day.

Overnight campers will receive a meal card at dorm check-in. You should keep it inside your name tag. There is a $5.00 fee for lost meal cards. If you lose your meal card please see a counselor in the 2nd floor dorm office for a replacement.

There is no meal plan included for day-campers. Day-campers may choose to bring their own lunch with them or to purchase meal tickets; meal tickets are $5.00/meal and can be purchased in the Dorm Office on the 2nd Floor. Campers who bring their lunch will eat in a designated area at the College of Music. Beverages are available to purchase at the camp store, as well as vending machines in the College of Music.

MECHANICAL CARE & MEDICATIONS
See Page 10.

MONEY & ATM CARDS
Most of the items that campers spend money on are snacks, drinks, the occasional pizza delivery, and recreation activities. All of these are payable with cash only.

The following is a list of common expenditures:
Optional Activities/Field Trips: $5-$15/event
Snacks/Pizza/Other Spending: $50 per week.

We encourage parents to make sure that campers have enough money before they leave. It is difficult for parents to get money to campers once they have left campus.

If you are concerned about your child carrying cash (there are no safes in the rooms) you might consider a pre-paid ATM card or a debit card that you can control from home. Pre-paid cards are available at Walmart and most convenience stores or grocery stores. Make sure that the card you select can be used as a debit and ATM card. There is a SunTrust ATM located across from our music buildings.

OFFICES
There is a dorm office located on the 2nd floor of Southgate which is staffed by our counselors from 6am-2am. Campers will go to that office to sign-up for activities, pick-up packages, purchase items from the camp store, or to get assistance from a counselor.

There is a Help Desk in the lobby of the Housewright Music Building. Day counselors will be available for assistance at this location from 7:30am-5:00pm, Monday-Friday, when camp classes are in session. Day counselors will also be located at satellite stations throughout the music buildings.

The Camp Administration Office is located in the Kuersteiner Music Building Room 214. Office hours are Monday-Friday, 8:00am-5:00pm when camps are in session. Off-season hours are Monday-Friday, 9:00am-4:00pm.

ROOM KEYS
Lost room keys should be reported right away to a counselor or dorm office. There is a $25.00 fee for lost keys.

ROOMMATE REQUESTS
If you would like to request a roommate, you may do so using the Housing and Dining Request form which is part of your camp forms packet. If you are requesting a roommate(s), please keep the following in mind:
• You can request up to 3 other persons to room with.
• All campers in your group must submit their own roommate request, and all requests must include the same people. If your group’s requests don’t match, then we can not complete the request.
• Roommates don’t have to be going to the same camp, but the camps must have the same check-in and check-out dates.
• Roommate assignments are NOT confirmed prior to camp. You will find out your room assignment and roommates at check-in. Every effort will be made to honor your request.

SIGN-OUT
Campers are only permitted to leave camp as follows:
• Parents may sign-out campers out by going to the Camp Help Desk (lobby of HMU) or the Camp Dorm Office (second floor of Southgate) and showing ID.
• Parents may give written permission for an adult over the age of 21 to sign-out their child by using the Sign-Out Permission Form which is part of the camp forms packet.

VISITORS
Campers may visit with friends and relatives who are not music campers, in the dorm office at Southgate, during the evening hours before curfew and on Saturday & Sunday afternoons only. Guests must register with the dormitory supervisor and are subject to the Rules of Camp.

For the safety of all campers, the camp staff reserves the right to deny visitation between campers and non-camp guests.
Evening & Weekend Activities

Activities will be scheduled for each evening and on the weekends for our two-week camps. Activities will include concerts, rehearsals, and recreation activities such as sports, movie nights, ice cream socials, and more. All activities are supervised by our camp staff. Tentative activity schedules are located in this handbook. Campers will be provided with a final activity schedule approximately two-weeks prior to camp check-in.

Recreation activities take place both on and off-campus. For activities that take place off-campus, campers will be transported using an accredited bus company.

There will always be a free activity offered each evening. Some optional recreation activities will also be offered at an additional fee, approximately $7.00-$15.00, payable with cash only.

Activity sign-up takes place during lunch time. For activities that have a fee, campers must pay for the activity, with cash, at the time that they sign-up.

Performances

Performance times are listed on your camp schedule in this handbook as well as online. Performance times and locations are subject to change. Please check your email for concert reminders sent out 3 days before the final concert for any changes.

All performances are free and open to the public. No tickets are required. Seating is general admission and concert halls open 30 minutes prior to the performance.

Parking for all weekend and evening performances is available in any FSU parking lot. We recommend the parking garage on the corner of Macomb and Call Street or in the Palm Court Parking Lot.

If you attending a camp concert during a weekday between 7:30am-4:30pm, parking on campus is limited and mostly reserved for permits. There is some metered parking available on the street and in the parking garages, but you may wish to purchase a visitor parking permit. These are $3.25/day and will allow you to park in any un-gated FSU parking lot. These permits are available online on the FSU Transportation Website.

No food or drink is allowed in the performance hall.

Non-flash photography/video is allowed but please be respectful of the performers, conductors and other audience members. Parents may videotape for personal use, but FSU does not approve for these videos to be posted on YouTube or in any other online format due to releases and permissions.

No pets allowed in the performance halls except trained service animals.

Other Services

SHUTTLE SERVICE
We offer a pick-up and drop-off service for campers who will be traveling via mass transit. Shuttle service is available to and from: The Tallahassee International Airport, The Greyhound Bus Station, and The Red Coach Bus Stop.

Transportation to and from these locations is $35.00 round trip for pickup/drop-off that take place between 8:00am-10:00pm or $50.00 for a pick-up/drop-off between the hours of 10:00pm-8:00am.

To arrange for Shuttle Service, fill out the Shuttle Service Order Form and return it to us along with a check made payable to Florida State University no later than two-weeks before your camp starts.

EXTRA HOUSING
We offer extra nights of housing in the dorm:

- if you are arriving between midnight and 8am on the day of camp check-in.
- if you are attending multiple camps and will not be checked-out by your parents for the night in between the two camps.
- if you are arriving the day before your scheduled check-in date.
- if you are departing the day after your scheduled check-out.

The cost for an extra night of housing is $50.00/night. This includes the additional night, counselor supervision, and all extra meals.

To secure an extra night, fill out the Extra Night of Housing Order Form and return it to us along with a check made payable to Florida State University. The deadline to request extra housing is two weeks before the start of your camp.
MEDICAL CARE AT CAMP

The FSU Summer Music Camps does not have a nurse on staff. Employees of the Summer Music Camps are not responsible for making health decisions on behalf of the campers. All medical care will be given by a health professional at one of the facilities listed here.

Campers age 13 and over who experience health problems while at camp will be treated at the FSU Wellness Center (9am-4pm) or at Patients First, a group of local urgent care facilities. Campers age 12 and under will be treated at Patients First. The Tallahassee Memorial Hospital or Capital Regional Medical Center will be utilized for all emergency situations.

If a camper does not necessarily need medical treatment but they are not feeling well enough to attend classes or activities on a particular day, the camper can rest in Sick Bay (located in the dorm adjacent to the dorm office).

Medications

**ALL CAMPERS SHOULD BRING A SUPPLY OF COMMON MEDICATIONS IN CASE THEY DO NOT FEEL WELL DURING CAMP.**
*(FOR EXAMPLE: TYLENOL, ADVIL, MOTRIN, TUMS, COLD MEDICATION)*

The FSU Summer Music Camps does NOT have a supply of medication to give to your child if they are feeling unwell, so it is essential that you pack some medications for them just in case. This should be in addition to any medications your camper takes on a daily or routine basis.

The most common ailments at camp are headaches and stomach aches. Please send your camper prepared so that we can help them get better fast and enjoying camp.

**Why it's important to pack medications for your camper**

If you do not pack medications for your camper, they will be unable to access basic medications while at camp. Pharmacies do not sell OTC medications to minors. Counselors are not permitted to purchase medications for your camper. Typically, health care centers will not provide medications unless it is a prescription. **So if your camper just needs a Tylenol for a headache, and they did not bring any, they will likely not be able to get one!**

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**Sally**

Brought medications to be kept in camp office

Sally woke up with a headache this morning. Her parents have provided Advil for her to take as needed, so when she stopped by the camp office this morning to take her usual daily medication, we were able to also give her an Advil. Sally had an awesome day at camp.

**Martin**

Brought medications to keep in his room

Martin had a stomach ache late last night because he ate seven ice pops at the ice cream social. He told his counselor. His counselor saw in his file that his parents had packed some Pepto-Bismal. He took some before bed and felt better in the morning. Martin had an awesome day at camp.

**Billy**

Didn't bring any medications

Billy is pretty tired from all of the camp activities and woke up not feeling well. He laid down in sick bay for a few hours, and though he felt more rested, his headache was still pretty bad. He didn't bring any medications. Counselors brought Billy to the health center, but the med staff there will not give out pain medications that are not prescribed. Billy's parents have asked if a counselor can purchase some medications for Billy, but unfortunately **OUR STAFF CAN NOT BUY MEDICATIONS FOR CAMPERS.**

Billy has now had a headache for 24 hours, a lousy day at camp, and wants his parents to come pick him up.

Don't Be Billy. Bring medicine and have an awesome day at camp.
PACKING

LABEL ALL OF YOUR ITEMS WITH YOUR NAME!

Remember: The rooms are small. Bring only what you really need!

### Bedding & Towels
- Sheets (extra-long twin). If you cannot find extra long sheets, you can use two standard twin flat sheets, or a sleeping bag.
- Blanket
- Pillow
- Pillow case
- Bath towel
- Hand towel
- Washcloth

### Toiletries & Accessories
- Shampoo / Conditioner
- Body wash / Face wash
- Hand Soap
- Toothbrush
- Toothpaste
- Deodorant
- Sunscreen
- Makeup
- Makeup remover
- Styling products
- Hair brush
- Hair dryer / curling iron /flat iron
- Contact Lenses
- Contact Lens solution
- Feminine products
- Nail clippers / Tweezers
- Shaving supplies
- Medications

### Room Accessories
- Hangers
- Alarm Clock
- Umbrella
- Small lamp or personal reading light (there is only one light in the room and it is not bright. If you wish to read, write, etc. after the main light has been turned off, you will need to bring your own light).
- A lock on your luggage to secure your valuables

### Supplies & Electronics
- Notebook
- Folder
- Pens, Pencils
- Cell phone
- Phone Charger
- Headphones
- Computer (only if you will be doing classwork for a summer course)

If you decide to bring any personal electronic devices such as a television, laptop, game console, iPad, camera, etc... please note that:
- These items are your responsibility. The camps are not responsible for damage, theft, or loss of any personal item.
- There is no place to secure them when not in use or when you are not in your room. The rooms do not have a safe and there is no lockable location for items to be kept.

### Clothing: Casual
- Socks
- Underwear
- Bras
- Undershirts
- T-shirts
- Shorts
- Jeans / Pants
- Sweatshirt/Sweater/Jacket (rehearsal rooms can be cold)
- Pajamas
- Bathing Suit & Pool Towel (Piano Institute, Band Camp for Senior High, String Orchestra Camp, and Chamber Winds only)
- Rain Jacket
- Sneakers / Tennis shoes
- Other comfortable shoes (Though flip flops may be comfortable summer footwear, they can often be dangerous when the sidewalks are wet. We encourage you to bring footwear that won’t land you in the hospital).

### Clothing: Performance
For all camps EXCEPT Marching Band Leadership Camp:
- Black pants or Black skirt (skirts must be below the knees)
- White dress shirt or blouse (long or short sleeve). You may want to bring more than one for camps that have multiple concerts.
- Black dress shoes
- Black socks
- Stockings (if wearing a skirt)
- Men: Long, dark tie

- Marching Band Leadership has no special requirements. Regular camp clothes - shorts and t-shirt (we like the camp shirt but any t-shirt is okay)
- Choral Ensemble Camp: In addition to the items to the left, you will also need the following for the Friday Night Small Ensemble Concert:
  - Jeans
  - T-shirt (we like the camp shirt but any t-shirt is okay)

### Food Items
- Refillable Water Bottle

You are permitted to bring snack items with you for your room but we ask you to follow these guidelines:
- Your roommates may have allergies. Please bring food items that are individually sealed & packaged and consider bringing nut-free items.
- There are no refrigerators. Anything you bring will need to be kept at room temperature.
- There are no microwaves.
- Consider a refillable water bottle rather than a case of water.
- There are water fountains and bottle fillers everywhere.
- You cannot bring food from your room into the cafeteria. It is against health regulations.
FSU does not have any instruments available for camper use. If you do not own your instrument, we suggest contacting your school music director and arrange to use a school instrument during your camp. If you have extenuating circumstances which may prevent you from bringing your instrument to camp, please contact the camp office. Local instrument rentals are often available through Music Masters: (850) 224-6158, www.musicm.com.

A MUSIC STAND
You will be moving this from class to class, and building to building with you so a foldable, compact one is best. (Vocalists and Pianists do not need one).

MUSIC
☐ audition music for placement auditions or optional auditions
☐ music to work on at camp in personal practice or private lessons.

YOUR INSTRUMENT
Everyone needs to bring their instrument with them to camp except as listed on the next page.

INSTRUMENT ACCESSORIES
Bring rosin, rock stops, cleaning cloths, valve oil, reeds, extra strings, etc.

The following are exceptions and additions:

| Percussionists at Band Camp (Middle School and Senior High) | Only need to bring sticks & mallets (timpani & marimba), stick bag, practice pads |
| Drummers at Marching Band Leadership Camp | Only need to bring sticks, stick bag, practice pads |
| Drummers at Jazz Ensemble Camp (Middle School and Senior High) | A 4-5 piece drum kit - snare drum, 1-2 rack toms, floor tom, cymbals (ride, crash and hi-hat), and hardware (hi-hat stand, cymbal stand(s), drum throne, bass drum pedal) |
| Electric Bass at Jazz Ensemble Camp (Middle School and Senior High) | Electric Guitar at Jazz Ensemble Camp (Middle School and Senior High) | Electric Guitar at Guitar Workshop | In addition to your instrument, you should bring: an amp, cables, and an extension cord |
| Double Bass Players | In addition to your instrument, bring a stool (bar stool height) labeled with your name. |
| Jazz Ensemble: If you plan to play with a pick-up (optional) you should also bring an amp, cables, and an extension cord. |
| Pianists | A pair of headphones with a 1/4" stereo jack. If you only have earbuds, Amazon sells adapters. |
| A metronome. |
| For Piano Camp: 1 or 2 pieces of music that are performance ready. Bring the original music with you. No memorization is required. Pieces should not exceed 3 minutes. Pieces can be of any style, not just classical. |
| For Piano Institute: 1 or 2 pieces of music that are performance ready. Bring the original music with you. These pieces should be memorized. Pieces should not exceed 6 minutes. Works should be of standard classical repertoire (no rock, pop, musicals or film scores). |
| Marching Band Leadership and Color Guard campers | An mp3 player, iPod, cassette player or some form of personal music device. |
| Baton, whistle and/or conducting gloves (if you have them). |
| Color Guard/Auxiliary should bring flags and/or rifles. |
CAMPER RULES & POLICIES

Nothing is more important to us than the well-being of our campers. We are vigilant about emotional safety as well as physical safety; about creating a place where campers feel safe, supported in reaching their goals and accomplishing challenges, and where everyone can have fun. To this end, the FSU Summer Music Camps requires all campers and parents to read and agree to the following Camp Rules and Behavior Policies:

ALL CAMPERS MUST SHOW RESPECT FOR OTHERS
- All campers must uphold the standards of our community of camp musicians; helping to maintain a safe and welcoming environment, and helping to foster positive relationships between fellow campers as well as with camp staff and instructors.
- The FSU Summer Music Camps maintains a bully-free environment, and does not tolerate bullying behaviors in any form including the use of social media. “Bullying” is when one or more people exclude, tease, taunt, gossip, intimidate, stalk, destroy property, hit, kick, or put down another person with the intent to hurt another or at the expense of someone else. Bullying can also happen through cyberspace: through the use of e-mails, the Internet, cell phones, text messaging, instant messaging, social media apps, and other less direct methods. Bullying is inexcusable, and campers that are believed to be bullying or participating in bullying behaviors will be subject to immediate disciplinary actions, up to and including dismissal.
- Campers must adhere to University rules and regulations and all codes of conduct while on campus.

ALL CAMPERS WILL USE THEIR CELL PHONES RESPONSIBLY
- Campers are allowed to have a cell phone for use during free time. Cell phones and all other devices such as smart watches, music players, games, tablets, and other similar devices will be TURNED OFF COMPLETELY and PUT AWAY OUT OF SIGHT during all classes, rehearsals, and performances.
- Campers may not take videos or photos during performances with my phone unless they have received prior approval from the Camp Director, Assistant Camp Director, or Dorm Supervisor prior to the event.
- Cell phones that are turned on, visible, or being used during class, rehearsals, concerts/performances may be confiscated according to the following policy by any member of the camp staff:
  First Offense: The cell phone will be confiscated for the duration of the event/class/rehearsal/etc. but will be returned to me at the end of the event.
  Second Offense: The cell phone will be confiscated for a period of 24 hours.
  Third Offense: The cell phone or device will be confiscated for the duration of camp. The item will be returned to me at camp check-out.

If a camper’s cell phone is confiscated, parents will still be able to contact me either through the Camp Office or the Southgate Campus Centre.

CAMPERS WILL FOLLOW THE RULES OF THE DORMITORY
- Campers must respect the rights, privacy, and property of others. There will be no stealing. There will be no vandalism. Furniture may not be moved from one room to another. Charges will be made for damages to property. Any damages will be billed to the camper’s family by the Southgate Campus Center.
- Campers must take responsibility for their personal property, room key, and meal card (paying for, if lost). Campers should secure their room at all times to protect their own property and the property of their roommates.
- There is no room visitation permitted between members of the opposite gender.
- Practicing an instrument is not permitted at the Southgate Campus Center as it is a residence. Practice rooms are available and monitored in the music buildings.
- Only music campers are permitted in the residential areas of Southgate.
- Campers will follow all rules discussed at Orientation, in small group sessions, and as directed by any member of the camp staff.

CAMPERS WILL TAKE RESPONSIBILITY FOR MY SAFETY AND THE SAFETY OF OTHERS
- Campers may not transport other campers in personal vehicle. Any transportation of other campers in a camper’s personal vehicle is at their own risk and the camper is responsible for anything that happens to the other camper(s) while in their car.
- Campers understand that they may not travel in the personal vehicle of another camper.
- Due to the risk of fire, motorized vehicles such as motorcycles, mopeds, hoverboards, self-balancing scooter boards, two-wheeled scooters, Segways, carts, etc. are not permitted at camp.
- The possession or use of a firearm, knife, pellet gun, air gun, spring loaded or paintball gun, or other weapons on campus is a violation of FSU policy and not permitted on campus or at the FSU Summer Music Camps. Weapons include items that are seemingly harmless but may be used as weapons—the so-called “dual use” items. (i.e. pen/utility knives, box cutters, knives of any length or size, sabers, swords or metal scissors with pointed tips). Campers are not permitted to bring any of these items to camp.
ALL CAMPERS WILL BE RESPECTFUL IN THEIR USE OF SOCIAL MEDIA AND THE INTERNET

- Campers will be respectful in all communications and blogs related to or referencing the camp, its employees, and other campers.
- Campers may not post photographs or other likenesses of other campers’ or employees without the individual’s explicit consent.
- Campers will not use obscenities, profanity, or vulgar language.
- Campers will not harass, bully, or intimidate other campers or employees of the camp. Behaviors that constitute harassment and bullying include, but are not limited to, comments that are derogatory with respect to race, religion, gender, sexual orientation, color, body image, or disability; sexually suggestive, humiliating, or demeaning comments; and threats to stalk, haze, or physically injure another person.
- Campers will not discuss engaging in conduct that is prohibited by camp policies, including, but not limited to, the use of alcohol and drugs, sexual behavior, sexual harassment, and bullying.
- Campers found to be in violation of any portion of this Social Networking and Internet Policy will be subject to immediate disciplinary action, up to and including dismissal.

CAMPERS WILL NOT POSSESS OR USE ANY ALCOHOL, TOBacco, VAPING, E-CIGARETTES, OR DRUGS DURING THE CAMP (UNLESS PRESCRIBED BY A PHYSICIAN).

- Florida State University is a smoke-free campus. Smoking and use of smokeless tobacco products are prohibited at the FSU Summer Music Camps. The use or possession of any non-prescribed drug, alcohol, marijuana, tobacco products, or any other controlled substance is grounds for automatic dismissal from the Summer Music Camps.

ANY CAMPER WHO VIOLATES THE RULES, REGULATIONS, AND CODE OF CONDUCT FOR THIS CAMP, WILL HAVE PARENTS CONTACTED, AND SHALL BE SUBJECT TO DISCIPLINARY ACTIONS BY THE DIRECTOR OF CAMPUS LIFE, THE DEAN OF STUDENTS, THE ASSISTANT CAMP DIRECTORS, OR THE CAMP DIRECTOR, UP TO AND INCLUDING DISMISSAL FROM CAMP.

Any camper who persistently violates academic or Southgate Campus Centre regulations, the standards of the FSU Summer Music Camps, or standards of Florida State University makes himself/herself liable for dismissal. The breaking of any civil law or city ordinance is grounds for automatic dismissal from the Summer Music Camps. Should a camper be dismissed for any of these reasons, the parents or guardians will be notified. Parent or Guardians will be responsible for the camper’s immediate transportation home. Campers dismissed from camp at any time will not be reimbursed any funds paid, including tuition, housing, and food payments.
2019 Jazz Ensemble Camps Schedule
(Middle School and Senior High)

You will get an updated version of this schedule at least two weeks before the start of camp that will include prices for any recreation activities that have a fee.

DAYTIME SCHEDULE
Campers check-in on Sunday, June 16 between 1:00pm-2:30pm
Starting on Monday, June 17, campers will follow an individual class schedule from 8:00am - 5:00pm. Schedules will be distributed on Monday morning.

Day campers should be picked-up and dropped-off daily at the Breezeway. Drop-off can begin as early as 7:30am. All day campers must be picked-up by 5:30pm. Day campers who have not been picked-up by 5:30 at the College of Music will be walked over to the Southgate Dorm where they will need to be picked up from the camp office on the 2nd floor. Day-Campers wishing to stay on campus during the dinner breaks can walk over to the Southgate Campus Centre with the night campers and purchase dinner for $5.00.

EVENING ACTIVITY AND CONCERT SCHEDULE
Below is a tentative evening activities schedule. You will get an updated version of this schedule at least two weeks before the start of camp and it will include prices for any recreation activities that have a fee.

Day campers are encouraged to participate in the Sunday evening Faculty Jam Session & Meet and Greet, and the two Faculty Concerts. The other night recreation activities are optional for day campers, but they are welcome to participate (see page 9 for more information).

| SUNDAY, JUNE 16 | 7:00pm-8:00pm | Orientation |
| MONDAY, JUNE 17 | 8:00pm-9:30pm | Faculty Jam Session & Meet and Greet |
| TUESDAY, JUNE 18 | 7:00pm-9:30pm | Faculty Concert |
| WEDNESDAY, JUNE 19 | 7:00pm-9:30pm | Recreation Activity Options TBA |
| THURSDAY, JUNE 20 | 7:00pm-9:30pm | Recreation Activity Options TBA |
| FRIDAY, JUNE 21 | 7:00pm-9:30pm | Compos Concert |
| | Senior High campers will perform. |
| | (Middle School campers will attend). |
| SUNDAY, JUNE 22 | Ruby Diamond Concert Hall |
| | 9:00am-11:30am |
| | 12:00pm |
| | Dress Rehearsals |
| | Final Performance |

All campers (both Middle School and Senior High) will perform as part of their Big Band.

GET UPDATES & REMINDERS ABOUT THIS CAMP
In addition to our website and our Facebook page, we use Remind to help keep you informed about important updates. Remind is a free service that allows you to get messages directly on your phone.

You can choose whether you prefer text messages or smartphone notifications.

To Sign-up for text messages
• Text my class code @2019jecms (for middle school) or @2019jecsh (for senior high) to the phone number 81010.
• Reply to the text messages from the Remind team.

To Sign-up for smartphone notifications
• Download the Remind app on your Android or iOS device. Click here for a link to the apps: rmd.me/a
• Open the app and create an account (or log in if you already have one).
• Tap the + by classes joined and enter my class code @2019jecms (for middle school) or @2019jecsh (for senior high)

That's all you need to do to start receiving messages!