

PIANO STUDIO of CAROLYN BILLER

STUDIO POLICY

Revised June 2022

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PIANO STUDIO of CAROLYN BILLER

STUDIO POLICY

The goals of the Carolyn Biller Piano Studio are to provide a solid musical education, produce an artistic level of pianistic skill, and develop performance ability through private and group instruction, performance classes, and recital performances. The policy reflects expected etiquette and manners from families.

The Studio

The Studio has a Grand Piano, two Console Pianos,
Web Site and a Music Library.

Effective 7/1/07 Child Privacy Act requires permission from parents to have their child's photo and name on a web site if the child is under the age 13.

Teaching Staff

Mrs. Biller is a teacher and a mentor to High School students who in turn teach and assist in the studio.

She is also a mentor to Fullerton College music students.

Calendar

The calendar is posted on the carolynbiller.com web site for your convenience. Please check this out before emailing questions.

Private Lessons

Parents accompanying their children to lessons are welcome to make themselves comfortable in the Guest Room or Living Room. Students may be dropped off at the studio, but must be picked up promptly after their lesson has finished.

Lessons cannot be accommodated for tardy students.

Lesson assignments are to be completed each week. Students are encouraged to email any questions that they may have between lessons, and answers will be returned quickly.

Should parents have any questions concerning their children's work, emails and phone calls are welcome at any time. **Please do not use the students' lesson time for questions. The Studio will accept business related questions only from parents.**

Studio Dress Code

Lessons: Casual is acceptable. For outside activities, Judging situations and our Concerts, DRESS UP is required.

Attendance

Time during each student's private lesson is reserved for his or her exclusive use. Be sure that you have a lesson time that works 100%. The Studio would prefer not **doing lesson rearrangements** except if a student has been ill.

The Studio requests when the student has a temperature or a contagious illness, they remain at home. The student can return the next week.

Any graduation conflicts need to be covered in May prior to Guild.
Plan Ahead!

We need students at every lesson. Please do not request last minute lesson changes for sports, homework or family outing conflicts.

Students who do not show up for a lesson will lose that lesson.
Students may NOT take off a month for other activities.

Practicing

For maximum development, students should practice daily accordingly:

Call practicing a “MUSIC BREAK”.

Students must practice daily. Be sure to allow extra time on weekends for high school students to practice. If possible, a great time to practice is before school.

Practicing includes counting, observing notes and dynamic signs, memorization, and observing correct fingering.

Preparation is required for all classes and events. The Studio requires that pieces be memorized two weeks prior to Master Class or any studio/outside event.

Music Theory Studies

Music theory is included in every curriculum. Materials are assigned to students according to each student’s age and level of study.

One assignment a week will be completed.

Each Theory Book will be completed by Certificate of Merit students by December 1.

Tuition Policy

Fees

Tuition payments are DUE when the statements are emailed to family.

Any extra coaching is added to the next month's statement. Music and competition fees i.e. National Guild Auditions, Festivals, etc. are also added when necessary. MTAC/CM fees are paid directly by parents to MTAC.

There will be No Credit For Missed Lessons unless the teacher misses the lesson. Students will not be carried past one month of non-payment.

Withdrawal

Students wishing to withdraw permanently may at any time give one month's notice. Students are responsible for tuition payment for one month from withdrawal notice.

Dismissal

Enrollment may be terminated for any of the following reasons:

- Repeated failure to attend or prepare for lessons.

- Nonpayment of tuition fees or invoices.

- Not Showing as Contracted at State Convention

Program Description

Curriculum

Private and Group Instruction with activities to motivate students.
Music Theory Instruction.
Aural Training.
Performance Opportunities.
MTAC Certificate of Merit Program.
National Guild Auditions
Participation in a Variety of State, Local, and Studio Events.
College File Credits and Certificates.
Personalized Teaching Strategies.

Description of Study Programs

Music Teachers Association Of California Certificate Of Merit (CM) -
February/March

This program provides a systematic and comprehensive plan to develop performance skill, technique, ear-training and sight-reading skills, as well as an understanding of music theory.

There are eleven levels: Preparatory - Advanced. Each level is tested on the above skills, and performances are based on level.

Levels Preparatory - II play two memorized pieces.
Levels III - V play three memorized pieces.
Levels VI - IX play four memorized pieces.
Advanced Level plays five memorized pieces.

Students are also required to pass a written theory test. Advanced levels must score a 90% or above to be exempt from future tests.

National GUILD Auditions Sponsored by the American College of Musicians –
May/June

The primary function of this organization is to establish definite goals and awards for piano students of all levels and grades. Students receive a certificate, report cards, and a pin. Students who play ten memorized pieces for ten years earn The Paderewski Gold Medal. Their total scores, however, must be superior to qualify.

Etiquette

Neighborhood

As the studio is located in a residential neighborhood, please park only in front of the Biller home. To turn around please use the Biller's driveway, and out of respect for the neighbors do not make U-turns in the street. Please refrain from honking out front.

Studio

Upon arrival, students please wash his or her hands. If we are teaching a student, please refrain from interrupting their lesson. We cannot accept verbal messages from children regarding lesson schedules or business matters. These messages must come written down, telephone or email only.

Your cooperation helps things run smoothly for everyone!

Concerts

Appropriate dress and behavior are integral to a successful concert.

Good concert etiquette for all concerts include:

Prompt Arrival and **stay for the entire program.**

Turning Off Phones.

Avoiding Flash Photography during Playing.

Small Children are Under Parental Supervision. (Parents should be prepared to remove little guests, if necessary, to avoid distracting a performance.)

Parent and student attendance is Required at our Studio's Music Programs.

The Studio cannot accommodate parent attendance at Master Class because of space limitations.

Master Class

This class is in preparation of MTAC - Certificate of Merit Program.

Master Class is held 4 times a year. Students prepare monthly technique, theory work, and a memorized piece to perform. These classes provide the opportunity to drill basic music skills and develop performance techniques.

This class is required for all students in Grades K-12. Each student MUST stay the entire class time weather in person or on ZOOM.

Older students are hired as paid aides. Also, aides can earn High School Community Service Points. Please see your High School Counselor for information. All CMer and Studio Master Aide work weighs strongly on college applications. Students should take advantage of all the opportunities offered at the Studio. Mrs. Biller is available to write recommendation letters to colleges and universities.

What is expected for Master Class preparation will be in the Lesson Binder and a notice sent home. Starting a week prior to Master Class, students fill in a daily "Rehearsal Week at Home" chart. Mrs. Biller will send out an email when there is progress concern. Parents need to take notice, and have a discussion with Mrs. Biller.

Students will receive Points for attendance. Students are rated 1-5 with 5 being highest on Technique and Performance. Students receiving all 5's for 4 Master Classes are presented with a Medal.

Certificate of Merit Procedure

Each student must keep up consistent practicing and theory work in preparation for CM. Set a practice schedule at home. At CM, students that score 90% or higher on the Advanced Test are exempt from future theory testing. Be sure that each student's Theory work also stays on schedule. The schedule is on the book's Table of Contents page.

Extra lessons are required for any student who is not ready.

Parents are required to keep CM dates clear. This is an MTAC CM Policy. ONLINE CM Participation has a different schedule.

If there are any questions, please contact Mrs. Biller. It is absolutely essential that CM personnel not be contacted.

Performance

	Dress Code
Girls:	Party Dress, Skirt & Blouse Dress Shoes* Hair Pulled Back-Yes!
Boys:	Shirt and Tie Dress Shirt & Slacks Dress Shoes*

*Absolutely no flip-flops or gym shoes.

Studio Concerts

Students are presented in two required concerts annually. These concerts are THE WINTER FESTIVAL and the Annual CELEBRATION Concert.

Both students and families are required to attend each event.

Activities and Outside Events

Participation in competitions, festivals and auditions plus performance in other local events are a stimulating addition to a musical education at any playing level. They provide goals, incentives, challenges, and different opportunities for students to enjoy and develop their skills.

Awards Summary

Points are recorded in a binder at the studio.

The Participation Trophy (Studio Award) is earned by saving 4000 points, attending ALL Master Classes, and participating in two Studio Concerts. Also the student will need to participate in three outside the studio piano activities, such as:

- Talent Show and any other outside group
- Certificate of Merit
- National Guild Auditions
- SPRING PROJECT-Required.

Plaque for five years of 10 memorized pieces each year (National Guild.)

- Paderewski Gold Medal for ten years of ten memorized pieces (National Guild) with superior scores.

- Gold Medallion for 4 years in High School Passing Certificate of Merit (MTAC Award)

Contact Information

**Studio of Carolyn Biller Telephone: (714)-544-0609.
Make a note of this number.**

**Preferred is emailing Mrs. Biller.
Studio of Carolyn Biller Email: cbiller@sbcglobal.net
TEXT: 1 714 309 6437**

Studio of Carolyn Biller Website: www.carolynbiller.com

This Studio is very proud of all its students and especially the long term high achievers. They make all the work worth it.