Dear Student,

Thank you for your expression of interest in the University of Melbourne Orchestral Ensembles. Should you be successful in gaining a place, this document explains the conditions of acceptance for this position.

The Melbourne Conservatorium of Music (MCM) has four performing groups within the Orchestral Ensemble subject: Symphony Orchestra (University of Melbourne Symphony Orchestra), Philharmonic Orchestra, Wind Symphony and Concert Band. The University of Melbourne Symphony Orchestra and Wind Symphony take priority over all other orchestral ensembles. Students who play an orchestral instrument (wind, strings, brass, percussion) and wish to enrol/participate in any of these ensembles are required to audition. Auditions for all ensembles are usually held in February, after which students will be rostered on merit into an appropriate ensemble.

At the completion of the audition process, students will be placed by staff into a ‘primary’ performing group. Once a student has been placed into a performing group there is no flexibility for negotiating a change. Where applicable, students will then be rostered into a self-chosen ‘secondary’ performing group. It is important for students to provide staff with their preferred choices to enable staff to attempt to follow students’ wishes. If students do not offer an order, staff will also choose each student’s secondary ensemble, again without recourse for negotiating a change. Students can offer to play in more than two ensembles (and many students do). Once both primary and secondary ensembles have been rostered, students cannot then change their ensemble priorities without the consent of the Head of Instrumental Area and Head of Orchestral Studies.

All Orchestral Ensemble students must comply with the following Code of Conduct:

- Students must commit to attend all projects, including 100% punctual attendance of rehearsals and performances for each program as outlined in the accompanying orchestral schedules.

- Students must thoroughly prepare assigned parts prior to all rehearsals. This includes listening to various recordings of each work (where available).

- Adhere to the fundamental tenets of professionalism including, but not limited to, punctuality, respect and camaraderie; as a participating musician who strives towards achieving the highest collective artistic standards possible.

- Strongly restrict personal use of mobile phones and other non-essential equipment that may distract those around you.
• Fully commit to participating in an ensemble, including declining external music engagements or extracurricular activities that may prevent you from honoring this agreement. Examples can include:
  o Leaving the ensemble for professional reasons (i.e. work)
  o Missing too many rehearsals (unless the absence is classed as an official excused absence).
  o Accepting work outside the MCM that clashes with Orchestral Ensembles rehearsals.

• Respond in a timely manner when contacted and take direction from the Orchestra and Wind Symphony Coordinator as well as Heads of Instrumental Areas, Head of Orchestral Studies, Wind Director and other Concert Team staff members.

• Be prepared to accept any reasonable request made of you during the course of the semester. For example, selected students may be required to participate in an event by another ensemble i.e Symphony Orchestra tour, the Honours Composers reading workshop, Wind Ensemble concert or any special orchestral projects that may arise.

• Comply with all subject requirements as listed in the University of Melbourne Handbook and ensure you are enrolled correctly.

• Students wishing to participate not-for-credit must understand that the Orchestral Ensembles Code of Conduct - expectations regarding attendance, practice, time commitment and audition procedure - hold the same as if one is enrolled in the subject. If a student commits to participate in Orchestral Ensembles in a not-for-credit capacity and does not fulfil all expectations as stated in the Orchestral Ensembles Code of Conduct, Rehearsal & Performance Schedules and other provided information, then the student may be subject to loss of scholarship, and/or prevented from auditioning, participating or enrolling in the Orchestral Ensembles subject in the future.

• Comply with the Performance Dress Code.

• Permit your performance to be filmed, recorded and/or photographed, including streaming of performances on the internet or in promotional materials for the University, Faculty or MCM.

• Commit fully to the aforementioned conditions and act responsibly and in accordance with UoM Policies:
  o Student Conduct Policy: https://policy.unimelb.edu.au/MPF1324
  o Assessment and Results Policy: https://policy.unimelb.edu.au/MPF1326
  o Enrolment and Timetabling Policy: https://policy.unimelb.edu.au/MPF1294
**ABSENCES**

- An Application for [Excused Absences Form](#) must be submitted for all absence requests no later than close of business **Monday of Week 3** in the semester.
- Except in rare circumstances, absence requests will not be considered if submitted after the Monday of Week 3 in each academic teaching semester.
- Only absences due to high-level artistic (i.e. MSO, OV), compassionate or compelling health, family or personal reasons may be considered.
- A medical certificate is required for any absence due to illness.
- In the event of minor injury prohibiting your active participation, you still must attend all rehearsals and performances as an observer.
- If the reason for your attendance waiver is a short to long-term absence relating to health or other extenuating circumstances that will foreseeably effect your assessment of the subject, then you should submit an application for [Special Consideration](#).
- When an absence request is granted, and a deputy is required, all correspondence between the excused player and the deputising player must have Edwina Dethridge, Assoc. Professor Richard Davis and the section leader copied in, so that there is no last-minute confusion within the section.

**ENSEMBLE SUBJECT CODES**

Please be aware of the following subject codes when completing your enrolment.

<table>
<thead>
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<th>ENSEMBLES</th>
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<tr>
<td>Symphony Orchestra</td>
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<tr>
<td>Wind Symphony</td>
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<td>Philharmonic Orchestra</td>
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<td>Concert Band</td>
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<td>Semester 2: MUSI10069/MUSI20092/MUSI30184 String Ensemble 2</td>
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KEY ORCHESTRAL / FACULTY STAFF

Assoc. Professor Richard Davis  
Head of Orchestral Studies, Conductor of the Symphony and Philharmonic Orchestras  
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*For all non-academic Orchestral personnel and administrative matters*

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*For all academic issues regarding enrolments, special consideration and breadth requirements/issues*

Academic Support Office  
fineartsmusic-aso@unimelb.edu.au  
*For general Faculty academic enquiries*