

2026 Symphonic Ensembles Code of Conduct

Thank you for your expression of interest in the University of Melbourne's Symphonic Ensembles (SE) subject. 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 (based at Southbank) within the Symphonic Ensembles subject:

- University of Melbourne Symphony Orchestra
- University of Melbourne Wind Symphony
- Melbourne Conservatorium of Music Philharmonic Orchestra
- Melbourne Conservatorium of Music Concert Band

All first year BMus Performance students (excluding piano, voice, guitar, jazz & improvisation and interactive composition students) are required to audition for the Symphonic Ensembles program, regardless of how students intend to fulfil the large ensemble component of their degree.

The University of Melbourne Symphony Orchestra and Wind Symphony take priority over all other symphonic ensembles. Students who play a symphonic instrument and wish to participate in any of the four ensembles above are required to audition. Auditions are held in February, after which students will be rostered on merit, however mid-year recorded auditions are also held for students commencing studies in Semester 2.

At the completion of the audition process, students will be placed by staff in up to two ensembles from the list above (unless the student requests to be in three ensembles). Once rostered there is no flexibility for negotiating a change without the consent of the Head of Instrumental Area, Conductor and the Subject Coordinator. Please also note rostering and assignments are subject to change throughout and between semesters, and students cannot nominate their preferred ensemble.

Please note that participation in an ensemble is a requirement for Performance and Practical Music subjects and serves as a hurdle. If students are placed in a second ensemble, then may choose to enrol in Symphonic Ensembles as elective subject; arrangements for ensemble and credits are outlined in the [Handbook](#). New students will also have the opportunity to attend the Orientation Ensembles Zoom Q&A session in February where ensembles arrangements and participation requirements will be discussed.

Upon acceptance into the SE subject, it is crucial to ensure you are correctly enrolled and can meet the subject's learning outcomes that include assessment and participation hurdles (attending rehearsals and performances). Please note that not all applicants will be placed into an SE ensemble. Those who are not placed may seek guidance from their Head of Instrument or refer to the Unimelb Handbook for available alternative hurdle/enrolment options.

All students in the Symphonic Ensembles subject must comply with the following Code of Conduct:

- Commit to attend all projects in which they are rostered, including 100% punctual attendance of rehearsals and performances for each program as outlined in the accompanying schedules.
- Thoroughly prepare assigned parts prior to all rehearsals. This includes listening to various recordings of each work (where available) and listening along with the provided score.
- 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.
- Other than for tuning purposes, use of mobile phones and other non-essential equipment that may distract others is prohibited.
- Fully commit to participating in an ensemble, including declining external music or work engagements (unless an absence form is approved) or other extracurricular activities that may prevent you from honouring this Code of Conduct. Examples of non-compliance include:
 - Leaving the ensemble for professional reasons (i.e work)
 - Unexcused absences
 - Accepting work outside the MCM that clashes with Symphonic Ensembles rehearsals and/or performances
- Take direction from staff and respond in a timely manner when contacted.
- 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 Composition reading workshops or any special symphonic projects that may arise.
- Comply with the Performance Dress Code.
- Return original parts to Symphonic Ensemble staff once a program has concluded (as directed). Fines will be handed out if parts are not returned or damaged (even for non-Faculty, non-enrolled participating students).
- Permit your performance to be recorded, photographed or released online or by other media formats. This may include streaming on the internet or in promotional materials for the University, Faculty or MCM. For more information regarding privacy at the University of Melbourne please [click here](#).
- Grant the University of Melbourne copyright and performance rights in perpetuity for all filmed, recorded, streamed performances and photographic material.
- The University may ask you to sign an audio/visual release and IP license confirming the above if you are accepted into the subject.
- Commit fully to the aforementioned conditions and act responsibly and in accordance with University of Melbourne policies:
 - [Student Conduct Policy](#)
 - [Assessment and Results Policy](#)
 - [Enrolment and Timetabling Policy](#)
 - [Academic Progress Review Policy \(Coursework\)](#)

NON-ENROLLED PARTICIPATION

- Students wishing to participate as a non-enrolled student must understand that the subject and this Code of Conduct (especially its expectations regarding attendance, practice, time commitment and audition procedure) hold the same as if one is enrolled in the subject (including a minimum standard of AMEB grade 8 or very high grade for VCE solo performance).
- If a student commits to participate in a non-enrolled capacity and does not fulfil all expectations as stated in the Symphonic Ensembles Code of Conduct, Rehearsal & Performance Schedules and other provided information around subject events, then the student may be subject to loss of scholarship, and/or prevented from auditioning, participating or enrolling in the Symphonic Ensembles subject in the future.
- Non-enrolled participation does not count towards your degree.
- Unless under special circumstances, you must have your own instrument.

ABSENCES

Last-minute absences (i.e. illness, covid isolation, transport issues etc.)

- Last-minute absences must be sent to **symphonic-ensembles@unimelb.edu.au**
- You must also cc in your section leader as per the current program of your ensemble.
- Emails or text sent direct to the Orchestral Coordinator or another staff members will not be acknowledged.
- If you are absent for two or more consecutive rehearsals, or on a Monday or Friday, the Orchestral Coordinator will advise if a medical certificate is required.

Requests to miss rehearsals

- 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.
- Only absences due to high-level artistic (i.e. MSO, OV), compassionate or compelling health, family or personal reasons (i.e. wedding) may be considered.
- Absence requests for University/College theatre plays will also not be approved.
- Except in rare circumstances, absence requests will not be considered if submitted after the Monday of Week 3 in each academic teaching semester.
- Religious holidays are permitted.

Further absence information

- Absences are not permitted in concert week unless due to an urgent or medical reason.
- In the event of a 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 long-term absence, relating to health or other extenuating circumstances that will foreseeably affect your attendance hurdle component of the subject, then you should consider applying for [Special Consideration](#).
- When an absence request is granted, and a deputy is required (staff will advise if this is required), all correspondence between the excused player and the deputising player must have the Orchestral Coordinator, the ensemble conductor 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:

ENSEMBLES	CODES
Symphony Orchestra Wind Symphony Philharmonic Orchestra Concert Band	Semester 1: MUSI10060/MUSI20093/MUSI30185 Symphonic Ensembles Semester 2: MUSI10061/MUSI20094/MUSI30186 Symphonic Ensembles <i>Breadth Subjects:</i> Semester 1: MUSI10235/MUSI20124/MUSI30279 Symphonic Ensembles (Breadth) Semester 2: MUSI10236/MUSI20123/MUSI30280 Symphonic Ensembles (Breadth) <i>Bachelor of Music (Honours):</i> Semester 1: MUSI40063 Honours Ensemble 1 Semester 2: MUSI40080 Honours Ensemble 2 <i>Masters of Music (Orchestral Performance) students</i> Semester 1: MUSI90217/MUSI90224 Orchestral Instrument Performance 1 Semester 2: MUSI90220/MUSI90226 Orchestral Instrument Performance 2

SYMPHONIC ENSEMBLES – ACADEMIC STAFF

Associate Professor Richard Davis

Head of Orchestral Studies, Chief Conductor of the UoM Symphony Orchestra & MCM Philharmonic Orchestras,
and Symphonic Ensembles Subject Coordinator

richard.davis@unimelb.edu.au

Associate Professor Dr Jaclyn Hartenberger

Associate Professor in Music (Wind Symphony, Conducting) and Associate Director (Ensemble Studies)

jaclyn.hartenberger@unimelb.edu.au

Chris Day

Lecturer in Music (Concert Band Conducting)

chris.day@unimelb.edu.au

SYMPHONIC ENSEMBLES – OPERATIONAL STAFF

Edwina Dethridge - Orchestral Coordinator

edwina.dethridge@unimelb.edu.au

Ph: 9035 4201 / Mob: 0466 016 107

For all non-academic/operational, personnel and administrative matters

Amy Smith - Orchestral Assistant

smith.a4@unimelb.edu.au

Mob: 0482 134 024

For production, music part issues, rehearsal requirements and other operational matters

Paul Doyle – Production Coordinator paul.doyle@unimelb.edu.au

For production, stage set-up and instrument transportation matters

Last-minute Absences symphonic-ensembles@unimelb.edu.au

Academic Support Office fineartsmusic-aso@unimelb.edu.au (*for general Faculty academic enquires*)