

*The forms for **Regular Vocal Coaching** and **Graduation Recital Coaching** are available on this MSM Student Website. In addition, for **Regular Vocal Coaching** a list of the coaches' bios is also available on this website. Please be sure to read through the information below carefully before you begin to 'fill out' either form. For the **Regular Vocal Coaching** form **DO NOT** print out a copy, simply email the answers to all the questions to John Forconi at [johnforconi@gmail.com](mailto:johnforconi@gmail.com).*

*If you have been coached in the Fall 2011 semester and are **NOT** presenting your graduation recital this spring, you need to answer only questions 1, 5, 6, 7 and 9 unless there have been any changes for questions 2, 3, 4 and 8.*

*For those of you 'filling out' the **Graduation Recital Coaching** form, you do need to print an actual copy of this. Please fill out this form as soon as you can and return it either to mailbox (# 87) or to one of the plastic envelopes on the door of studio 130. Please be sure to answer all of the questions completely. **Regular Vocal Coaching** will begin as soon as you are contacted by one of the coaches you have chosen.*

## VOCAL COACHING

Each classical voice major is entitled to vocal coaching in every semester for which s/he is enrolled for full time (twelve credit hours or more) study or for at least full time voice lessons if enrolled for fewer than twelve credit hours. For those who are presenting a graduation jury and recital in a particular semester, these students are entitled to specialized coaching for the duo team of singer and pianist. Therefore, there are two types of coaching available to each classical voice major: **Regular Vocal Coaching** *or* **Graduation Recital Coaching**.

The vocal coaching program is coordinated by the chairman of the Accompanying Department, JOHN FORCONI (ext 4499). The following are the descriptions of each type of coaching together with procedures and responsibilities.

### **REGULAR VOCAL COACHING**

1. PROGRAM DESCRIPTION -- all classical voice majors who are **not** presenting a graduation recital will receive ten sessions of private coaching each semester with a voice department staff coach. There is a list of these coaches on the coaching request form you must access on this website. The coaches on the list are comprised of current accompanying majors, graduates of the accompanying program, and coaches from outside the school. There are several pages of bios for these coaches which you can also access on this website.

All first-year (**freshman**) students will receive ten one-half (1/2) hour coaching sessions per semester unless you are a freshman transfer student. All others, including freshman transfer students, will receive ten one (1) hour coaching sessions per semester. On the **REGULAR VOCAL COACHING REQUEST FORM** you will be asked to choose four (4) coaches in order of your preference. After you have emailed your responses to me, you will be assigned to one of the staff coaches you choose. We will try to honor your

first choice if possible. This will be your coach for this semester. The coach will contact you to set up a suitable schedule to ensure that ten sessions will be completed in the semester.

**You will be asked to email your responses to this [REGULAR VOCAL COACHING REQUEST FORM](#) each semester you are enrolled except in the semester you intend to present your graduation jury and recital.**

**COACHING CANNOT BEGIN BEFORE THE REQUEST FORM RESPONSES HAVE BEEN RECEIVED BY THE CHAIR OF THE ACCOMPANYING DEPT.**

**Coaching sessions usually begin in the third or fourth week of each semester.**

2. **COMMUNICATION** – we will be checking with your coach and your major teacher throughout the semester regarding your progress and your participation in the program. If you have any questions or difficulties, please contact the Chairman of the Accompanying Department, JOHN FORCONI (ext 4499), immediately.

3. **RESPONSIBILITIES** -- You will be expected to arrive at each coaching session on time and ready to work. Therefore, you should be warmed-up and ready to sing. These sessions are meant to enhance your vocal progress; it is important that you use the time wisely. These sessions are not for note-pounding. You should prepare as well as possible in terms of notes and rhythms. Last minute cancellations are unprofessional and cannot be accepted. It is your responsibility to attend each scheduled session. If you are unable to attend a particular session, please give your coach at least 24-hour notice – otherwise you will lose that session. Frequent cancellations or absences will be reported by your coach. **Please note that all ten coaching sessions must be completed before the official end of each semester. You cannot “make up” missed sessions in the next semester.**

4. ***JUNIOR YEAR STUDENTS*** – are required to present a ‘half’ recital (30 minutes of music) in December of their junior year. The request for a coach is the same as above. The coach will also serve as the pianist for the recital. Make sure you inform your coach of the recital date and time as soon as you have your first coaching session. The school will pay the coach separately for playing the recital. If you decide to have a pianist other than your regular coach play for this recital, the school **will not** pay for this other pianist.

### ***GRADUATION RECITAL COACHING***

1. **PROGRAM DESCRIPTION** -- all classical voice majors who are presenting a graduation jury and recital in a particular semester will receive eight one (1) hour sessions of private **Recital Coaching** with a recital coach. You **do not** receive the ten (10) regular coaching sessions in the same semester. This **Recital Coaching** is intended for you and your pianist. Make sure that the pianist you choose is available to attend each of the coaching sessions with you. If you choose a pianist who is currently in the Accompanying program or a graduate of the program, the school pays them an honorarium of \$ 75.00. On the **GRADUATION RECITAL COACHING REQUEST**

**FORM** there is a list of all the recital coaches available. These coaches have faculty status; their bios can be found in the school catalogue or on the school website.

On the **GRADUATION RECITAL COACHING REQUEST FORM** you will be asked to choose four (4) coaches in order of your preference. After this form has been submitted, you will be assigned to one of the staff coaches you choose. We will try to honor your first choice if possible. You will receive an email and/or phone message from the chair of the accompanying department informing you of your recital coach.

**COACHING CANNOT BEGIN BEFORE THE REQUEST FORM HAS BEEN RETURNED TO THE CHAIR OF THE ACCOMPANYING DEPARTMENT.**

2. **COMMUNICATION** – After you have been informed of your recital coach, you must contact the coach and set up a schedule for both you and your pianist to attend the coaching sessions. If you have any questions or difficulties, please contact the Chairman of the Accompanying Department, JOHN FORCONI (ext 4499), immediately.

3. **RESPONSIBILITIES** -- You will be expected to arrive at each coaching session on time and ready to work. Therefore, you should be warmed-up and ready to sing. These sessions are meant to prepare you and your pianist for the jury and recital; it is important that you use the time wisely. Last minute cancellations are unprofessional and cannot be accepted. It is your responsibility to attend each scheduled session. If you are unable to attend a particular session, please give your coach at least 24-hour notice – otherwise you will lose that session. Frequent cancellations or absences will be reported by the coach.

4. **TIME FRAME** – You should begin the coaching sessions a minimum of six weeks before your recital/jury date. Therefore, you need to complete and return the request form at the **beginning** of the semester in which you intend to present the jury and recital. Last-minute requests will not be honored since no one will coach you and your pianist without sufficient time to complete the coaching sessions in a timely fashion.