

## Collaborative-Pianist Guidelines for Faculty, Students, and Pianists

### APPLIED TEACHERS

- Applied teachers are responsible for contacting the collaborative pianists at the start of the semester in order to pair pianists with their students. If a collaborative pianist has not been contacted at least one month before a student's recital hearing or jury, then the student is not entitled to use an NKU collaborative pianist for the event.
- Whenever possible, Area Coordinators should designate one Recital Review pianist and one Performance Class pianist for their students. (Exceptions may be made for such events as the NATS Recital Review or upcoming recitals.) If the student and pianist have not worked together at least once before the Recital Review, then one half-hour rehearsal may be scheduled prior to the performance.
- When preparing a Faculty recital, three rehearsals may be charged to NKU. The faculty member is responsible for paying the collaborative pianist for additional rehearsals (\$24 an hour), as well as the appropriate recital fee of either \$125 (half-hour or under) or \$175 (over a half-hour).

### STUDENTS

- Students are required to work with NKU collaborative pianists, unless directly approved by, and at the discretion of, the applied lesson instructor.
- Students may begin rehearsing with collaborative pianists at mid-term. (Students may begin rehearsing with collaborative pianists earlier than mid-term if they are preparing for a recital in that semester, participating in NATS, or preparing for another approved event. In these cases, the start date is at the teacher's or Area Coordinator's discretion).
- Students must rehearse on-campus at NKU with pianists. Students may rehearse with pianists either in the applied lesson or outside of the applied lesson (at the teacher's discretion).
- Students who are taking applied lessons for 2 credits may collaborate with pianists for one half-hour per week. Students who are taking applied lessons for 1 credit may collaborate with pianists for 15 minutes per week (or one half-hour every other week.) For recital hearings and dress rehearsals, the rehearsal may be longer than a half-hour. If students request additional weekly rehearsals or longer rehearsals, then it is at students' own expense.
- Students (not teachers) must contact their pianists with 24-hour notice if canceling a rehearsal or lesson. If 24-hour notice is not given or if a student is a no-show, then the pianist will be compensated for their time by NKU and the student will *not* receive a make-up session with the pianist.
- Students are responsible for paying the recital fee directly to their pianist. Recitals that are a half-hour or under are \$125. Recitals that are over a half-hour are \$175. Payment is due to the pianist before the recital takes place. If a collaborative pianist plays only one piece on a recital, the applied teacher should recommend an appropriate rate of pay based upon the difficulty of the piece as well as its duration. This rate should be agreed upon before the pianist commits to playing on the recital.
- Students are responsible for supplying legible copies of their sheet music to their pianist. Additionally, students are expected to be on-time and well-prepared for all rehearsals and lessons with pianists.
- Students should be sure to find out how their pianist would like to be addressed (Dr., Mr., Mrs., Ms., Professor, etc.) and know how to spell their first and last names for correct program information purposes.

### PIANISTS

- For juries, pianists should indicate which times they are available and communicate those times to the students before they sign up for juries.
- Collaborative pianists may play for a variety of events including, but not limited to the following: Recital Review, Performance Class, juries, NKU auditions, classes, ensembles, guest-artist performances, special events/competitions (with approval).
- Pianists may earn special fees for ensemble, class, or guest-artist performances (with approval).
- On the Collaborative Pianist Log, professors should initial next to the time that the pianists play in their studio. If a pianist meets one-on-one with a student, pianists should have the student's professor initial next to the time.
- Collaborative pianists are expected to honor the commitments that they make to accompany students.