

## **GUIDELINES ON ACCOMPANIMENT ALLOCATIONS FOR PRE-TERTIARY, UNDERGRADUATE AND POSTGRADUATE STUDENTS**

### **1. Background**

The ANU School of Music provides an accompaniment allocation to each classical undergraduate and postgraduate instrumental student for assessed performances as part of their academic program.

### **2. Process for Instrumental Students**

The accompaniment allocation for each student is comprised of rehearsal time, and is based on the length of the performance. If a student uses more than the hours allocated (under section 5), the student must pay the accompanist directly for the extra time\*\*\*. If a student has more than one accompanist for a recital, other than full time staff or students, payment will be calculated on a proportional basis.

- a) Concert Practice: Students are entitled to ½ hour rehearsal with the scheduled accompanist for Concert Practice in the week of the performance.
- b) Performance Class: There is no allocation for Performance Class. However, a student may choose to use some of the Concert Practice allocation (at the rehearsal rate) for a performance at Performance Class
- c) Voice Students: The ANU employs an Accompanist and Vocal Coach (Mr Alan Hicks). Vocal students are expected to use the above staff member. If a vocal student wishes to use another accompanist other than the specialist accompanist, the student must pay the chosen accompanist\*\*\*.

**\*\*\*Where students elect to hire accompanists for extra time or use other than the scheduled accompanists, students do so at their own cost and risk. It is advisable for students to use accompanists who hold professional indemnity insurance.**

### **3. Approved Accompanist**

Under The Australian National University's delegation policy, students do not have the financial delegation or authority to hire an accompanist who is not listed on the School's current schedule of accompanists on behalf of the School <http://info.anu.edu.au/ovc/delegations/>. Students who chose to hire an accompanist do so at their own expense and risk. The University does not make payments to an accompanist who is not on the official schedule.

The current schedule of approved accompanists with their contact details is displayed on the Level 5 Notice board, and is also available at:  
<http://www.anu.edu.au/music/keyboard/accompanists.php>.

### **4. Administration**

The current schedule of accompanists will be maintained by the Administration Officer at Reception and provided to all staff on request. The University does not pay undergraduate students and full-time staff members of the School of Music for accompaniment (excluding the Accompanist and Vocal Coach). Approved accompanists will be paid the following rates: T47 for rehearsals and T21 for recitals under the Enterprise Bargaining Agreement:  
[http://info.anu.edu.au/hr/Salaries\\_and\\_Conditions/Enterprise\\_Agreement/2005-2008/S3\\_Salaries/S3\\_3\\_3.asp](http://info.anu.edu.au/hr/Salaries_and_Conditions/Enterprise_Agreement/2005-2008/S3_Salaries/S3_3_3.asp)

To receive payment, approved accompanists will need to complete a *Claim for Payment – Accompanist* form available from the Administration Officer at Reception. Confirmation of the recital/accompaniment will be obtained from the Area Coordinator prior to payment approval from the Manager.

**Allocation Table (Undergraduate and Postgraduate Students)**

<b>Performance 2</b>	
Recital	1 hr rehearsal + performance
<b>Performance 3</b>	
<b>Strings</b>	
Concerto	1 hr rehearsal + performance
<b>Performance 4</b>	
Harp	1 hr rehearsal + performance
Recital	2 hr rehearsal + performance
<b>Performance 5</b>	
<b>Guitar</b>	
Concerto	1 hr rehearsal + performance
<b>Strings</b>	
Concerto	1 hr rehearsal + performance
<b>Performance 6</b>	
Recital	2 hr rehearsal + performance

<b>Fourth Year Pass</b>	
<b>Brass</b>	
Symph. audition, concerto or recital	1 hr rehearsal + performance
Graduation recital	2 hr rehearsal + performance
<b>Guitar</b>	
Concerto	1 hr rehearsal + performance
<b>Percussion</b>	
Symph. audition, concerto or recital	1 hr rehearsal + performance
<b>Strings</b>	
Concerto	1 hr rehearsal + performance
Qualifying recital	2 hr rehearsal + performance
Graduation recital	3 hr rehearsal + performance
<b>Strings (Harp)</b>	
Symph. audition or concerto	1 hr rehearsal + performance
<b>Woodwind</b>	
Concerto (technical exam)	1 hr rehearsal + performance
Graduation recital	2 hr rehearsal + performance
Accompaniment for <b>Piano, Guitar and Harp</b> graduations as required	

<b>Fourth Year Honours</b>	
<b>Brass</b>	
Concerto	1 hr rehearsal + performance
Symph. Audition	2 hr rehearsal + performance
Honours recital	2 hr rehearsal + performance
Graduation recital	3 hr rehearsal + performance
<b>Guitar</b>	
Concerto	1 hr rehearsal + performance
<b>Percussion</b>	
Concerto	1 hr rehearsal + performance
Symph. audition	2 hr rehearsal + performance
Honours recital	2 hr rehearsal + performance
Graduation recital	3 hr rehearsal + performance
<b>Piano</b>	
Concerto	2 hr rehearsal + performance
<b>Strings</b>	
Concerto	1 hr rehearsal + performance
Honours recital	2 hr rehearsal + performance
Graduation recital	3 hr rehearsal + performance
<b>Strings (Harp)</b>	
Symph. audition and Concerto	1 hr rehearsal + performance
<b>Woodwind</b>	
Concerto	1 hr rehearsal + performance
Honours recital	2 hr rehearsal + performance
Graduation	3 hr rehearsal + performance
Accompaniment for <b>Piano, Guitar and Harp</b> graduations as required	

<b>Postgraduate</b>	
Recital	3 hr rehearsal + performance

## **5. Pre-tertiary Students**

The School provides an accompaniment allocation to each Type 1 (Classical) instrumental student for assessed performances and Concert Practice.

- The Type 1 Coordinator (Classical) will consult with the Head, Keyboard Institute regarding which accompanists are to be utilised. The Head, Keyboard Institute will recommend contracting of accompanist staff to the Manager.
- Students are allocated 0.5 hours rehearsal time plus performance time for their end of Semester recitals. It is a policy of the School of Music that all students use the accompanists listed on the current schedule of School of Music (see section 3). If a student elects to use a different accompanist, the student must pay the accompanist.
- Students are allocated 0.25 hour rehearsal time for Concert Practice with the accompanist who is rostered on for Concert Practice on the day of the performance. If a student elects to use a different accompanist, the student must pay the accompanist.
- The School of Music does not pay undergraduate students and full time staff of the School of Music for accompaniment.
- If a student uses more than the hours allocated, the student must pay the accompanist for the extra time.

## **6. Process for Variation**

Any variation to this policy will be drafted by the Head, Keyboard Institute and sent to the Head of School for approval.

## **7. Responsible Officer**

The Head, Keyboard Institute has overall responsibility for this policy in conjunction with the Manager.