

THREE-YEAR CHECKLIST

DO NOT USE ANY OLD PAPER VERSION of the 3-Year Checklist; go to our website: <http://bandworld.org/abc> and select **3-Year Checklist** - **USE ONLY THE ONLINE VERSION**. No paper-based versions from past years are official.

Do everything on the 3-Year Checklist but ONLY those items listed for the year in which you are currently enrolled.

If graduating you will fill out all required forms via the University. (Watch for an email in April with links and details.) Application for graduation is handled through the university, normally in early June. The cost is \$35.

The regular Band-Area diagnostic placement exam for new candidates will be at 10:00 a.m. on June 19. The ABC Music Theory diagnostic placement exam will be at 2:00 p.m. on June 19. All new candidates no longer take (nor are they allowed to use) the GRE or the Praxis exam. When you **follow EXACTLY what the 3-Year Checklist outlines** for each year and then follow-up to be certain everything is in place, you should have no problems. Be sure to determine which items are required, when they must be completed, etc.

With the exception of the university admissions, ALL mailings to ABC should be sent only to the 407 Terrace address. Be SURE that you do not put the name University's in the address when mailing to 407 Terrace. Never mail anything to Ashland High School!

FAILED COURSES AND GRADUATION RAMIFICATIONS

Any course not completed, automatically delays graduation a year. Neither MUSI 5398 and MUSI 5388 (RE#1 nor RE#2) can be taken in the year of graduation. Grades below a C are not acceptable for graduation. For ABC courses, this means retaking any course that does not meet this requirement. It is also critical that your GPA remain at 3.0 or above at all times. If you drop below that mark, The University will suspend you from the Graduate School. (See the ABC Program Handbook, page 9 for details.)

UNIVERSITY REGISTRATION PROCESS

DO NOT register for classes at Central Washington University until late April. Use the MY ABC COURSES list found under MY ACCOUNT at Bandworld.org. Be sure to use Course Reference Numbers (CRN) rather than course titles when you sign up for classes.

ULTIMATE PURSUIT

Since Summer 2007, all testing has been handled through our Ultimate Pursuit system. This amazing environment provides study modules of all kinds for candidates of the ABC program as well as complete testing (both diagnostic placement exams for first-year candidates on June 19 and final exams on July 5). Results and extensive feedback for all study sessions and exams are designed to help each candidate improve areas of weakness throughout the year. It is very important for ABC candidates to regularly create exams in Ultimate Pursuit (UP) covering study areas the candidate is being tested on each year. This is an ongoing monthly requirement for any candidate on UP Probation. (Do not do open-book online study in Ultimate Pursuit.)

Music Theory study areas are also in place in Ultimate Pursuit. SPEND TIME creating and taking short exams in preparation for this test. EVERYONE: Do the same with short exams you create in your study areas. START NOW. Those who have received Ultimate Pursuit Probation status notifications (which were sent in August) need to start work now. Probationary statuses include:

ABC Provisional Status, Ultimate Pursuit Probation as well as university probation.

If progress is not deemed sufficient in any of these areas, ABC and may delay the graduation year and/or suspend the candidate's attendance.

New candidates who do not pass the Music Theory Diagnostic Placement Entrance will be placed on Probationary Status until the retake exam has been passed in December. Additional course work will be limited to the first year curriculum until the Music Theory Entrance Exam has been passed.

LODGING-MEALS PACKAGE

We do our best to keep your lodging costs down. Our rates for double occupancy in hotels (including breakfast/lunch) is about \$63 per night. The wonderful catered lunches and the relaxing noon meal times that go along with the lodging make for a great lodging/meal plan! We are unable to offer single occupancy, but we are spouse friendly! All rooms have two queen size beds.

The total cost of the lodging and meals package for ABC is only \$1130 -1250. This includes: 18 nights motel lodging (June 18 check-in, July 6 checkout), continental breakfast every day and 13 lunches served at the AHS Commons by our world-class caterer, Awna



WELCOME TO

AMERICAN BAND COLLEGE

IMPORTANT INFO - Summer 2018

ALL MASTERS CANDIDATES:

- All candidates are REQUIRED to bring a wireless-enabled laptop computer for daily in-class use and all exams.
- Registration with Central Washington University and pre-registration with ABC must be COMPLETED BY TBA.

FIRST-YEAR MASTERS CANDIDATES:

- CWU must receive all admission files and paperwork May 1.
- Complete your video-based project for **MUS 615.001 Recital (Pre-Video)**. It must ARRIVE by June 1!! See page 16 in the ABC Program Handbook for more information.

DO THE FOLLOWING BY JUNE 1 LATEST:

- Login and go to MY ACCOUNT/ABC Candidate Info
- Upload a current personal photo, baby photo and mp3 recording of your band via the website.
- Supply your personal bio, awards, etc. online via the website.
- Check-in at ABC on campus, June 19 (beginning at 8:00 a.m.)
- Take the ABC Entrance Exam on campus, June 19 (10:00 a.m. to 1:00 p.m.) - *only offered this time/day*
- Take the ABC Theory Exam on campus, June 19 (2:00 p.m. to 4:00 p.m.) - *only offered this time/day*
- Attend the First-Year Candidate meeting on campus, June 19 (7:00 p.m.) at the Commons.

SECOND-YEAR MASTERS CANDIDATES:

- Conducting assignment for sightreading sessions will be posted on our website. Conductor scores shipped via UPS mid-May.
- During the school year, complete the video recording of your band for **MUS 611.002 Seminar in Literature (RE#2)**
- Check-in at ABC on campus, June 19 (10:00 am to 4:00 p.m.) or June 20 (7:00 a.m. to 8:00 a.m.)

GRADUATING MASTERS CANDIDATES:

- Watch the 3-Year Checklist regarding graduation application by June. (TBA.)
- Certification ceremonies will take place during the 1:00-3:00 p.m. clinic hours on July 3; your friends and relatives are welcome.
- Conducting assignments for concert prep session will be posted on our website. Conductor scores shipped via UPS mid-May.
- Check-in at ABC on campus, June 19 (10:00 am to 4:00 p.m.) or June 20 (7:00 a.m. to 8:00 a.m.)

CONCERT ATTIRE: (June 25 and July 4 concerts)

- Men: Black suit or tux with black shoes, black socks, and bow tie. NO COLOR SUBSTITUTES.
 - Women: Long black dress or fancy pantsuit (no knee-length dresses, shoulders must be covered) and black closed-toed shoes. No glittery jewelry or trim.
- June 25 concert will be in the Craterian Theater in Medford; July 4 concert will be at the Ashland H.S. Stadium.

LODGING INFORMATION: (All provided lodging is through Ashland motels)

- See motel map on next page. Also visit the website (Go ABC then FAQ menu at top right)
- No parking permits required at motel or at Ashland High School's special lot for ABC.
- If you do not have a car, we will assist with carpooling to and from the three motels.
- Each motel provides a continental breakfast. (See specs: <http://www.bandworld.org/html/FAQ003.html>)
- Amenities also include air conditioning, free Wi-Fi, refrigerator, two beds. (See online FAQs for details.)
- Motel signup package includes catered lunch most days at AHS (except June 18, 19, 25, 26, July 4)
- ABC's lodging packages include all nights from June 18 through the night of July 5.
- There are MANY restaurants and fast-food places in Ashland for dinner.
- Downtown Ashland is a 10-minute walk from Ashland High School.
- Motel arrival and departure dates:

Arrival date: June 18	Motel night included in lodging package for everyone.
Entrance Exams: June 19	10 a.m. & 2 p.m. exams for all first year & non-admitted returnees
First day of class: June 20	Open 7 a.m. at AHS. Classes start at 8:00 a.m.
Final Exam Date: July 5	Concludes 5:00 p.m. (July 5th lodging included in package.)

Our between-session course is offered only to those taking Session A or B.

Our motel contract does not include short-term lodging arrangements for family (July 3-5, for ex.)

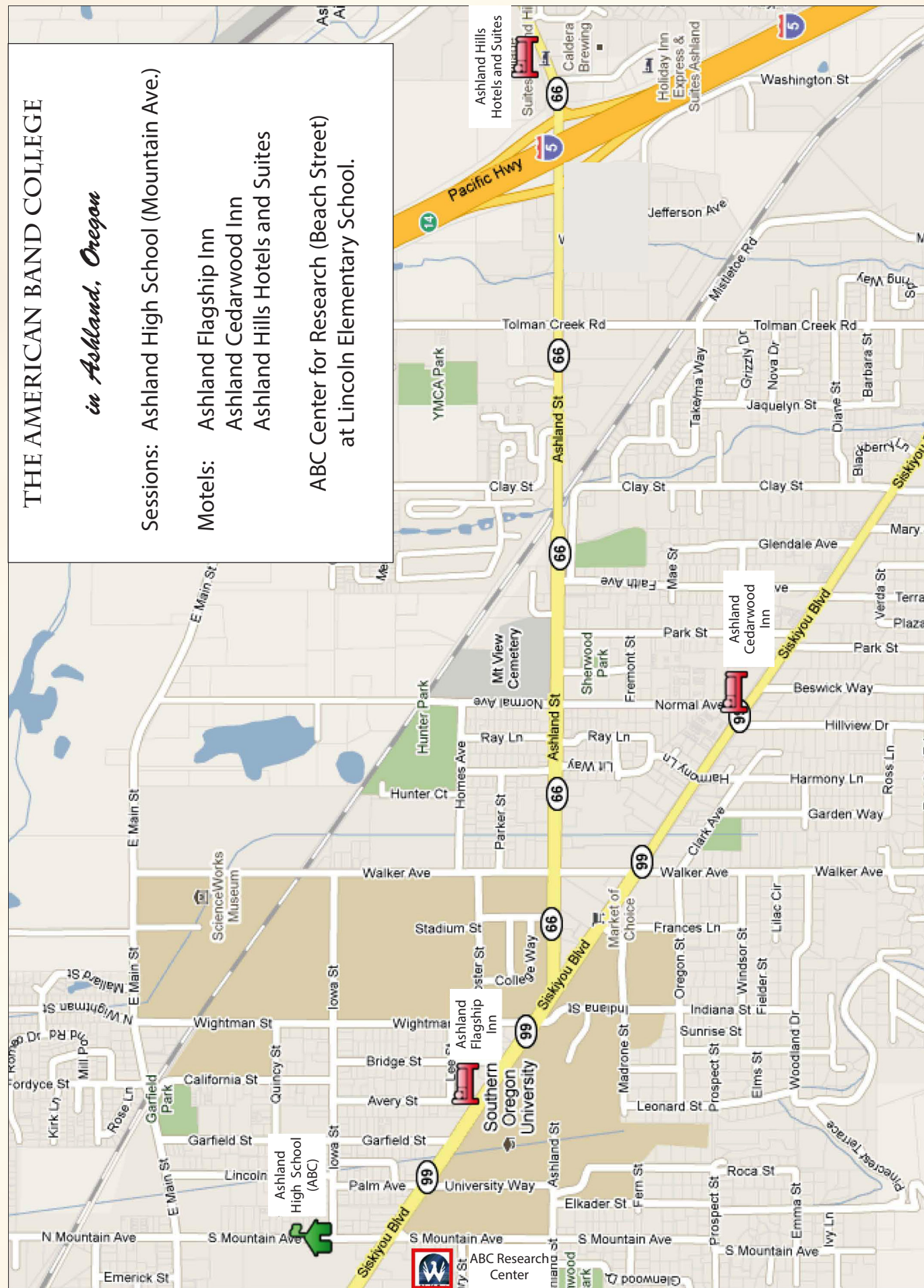
THE AMERICAN BAND COLLEGE

in Ashland, Oregon

Sessions: Ashland High School (Mountain Ave.)

Motels: Ashland Flagship Inn
Ashland Cedarwood Inn
Ashland Hills Hotels and Suites

ABC Center for Research (Beach Street)
at Lincoln Elementary School.



ONLINE REGISTRATION & CHANGES

Your online file is always the official record of your courses, dorm requirements and fees. DO NOT remove any item for the current year unless you intend to remove the motel reservation (Deadline May 1). You will be billed via snail mail only once for everything listed. Your choices reflect your balance. Your total fees to ABC (through our website) will generally be \$2115 if you are taking our lodging/meals package. If you are taking a normal complement of classes at the University (10 semester credits), you will pay \$5140 to the University by the June 1 deadline (through their website). Any balance due to ABC must be paid in full no later than June 10. No exceptions. All fees are subject to change until February 1, 2018.

The non-refundable down payment of \$500 is payable online to ABC. The balance of your ABC facilities/faculty/lodging fee is payable to ABC by June 10. All University fees are due directly to them. **PAYMENT in full MUST BE COMPLETED by JUNE 1.** If you are receiving Financial Aid, you will receive special instructions regarding total payment due, etc. by late May. Those taking one to seven credits, to complete studies with ABC or non-masters coursework, will be billed at a \$514.00 per credit rate.

COURSE COMPLETION

ABC candidates must complete all work on all projects (which must arrive in Ashland by the July 26 or August 4 deadlines) as specified in the online ABC Program Handbook (see page 21). No incompletes or deviations of any kind are allowed. Any Practical Application, Research Project or Pedagogy Class not completed will receive an automatic "F." The candidate will then be required to add a year to the program and will have to retake and pay for the course or courses in question. Grades of "F" also automatically suspend the candidate from the SHSU Graduate School and require reinstatement through the School of Music and the Office of Graduate Studies.

ALL ATTENDEES - ABC DIRECTORS' BAND

- Everyone plays in the ABC Directors' Bands. We do not take time to do chair placements but expect professionalism to help us get the best balance possible. Use good judgment and play the correct part level. If you're not currently in true first-chair condition, don't play there! If ABC faculty (not necessarily the conductors) spot problems in this area, you may be asked to switch parts.
- If you play TRUMPET or ALTO SAX and can switch to another instrument, do so! Clarinet, bass clarinet, bari sax, bassoon, tuba, cello, string bass, etc. We always have need for more tubas, bass clarinets and double reeds. Don't hesitate to shift to a secondary instrument as there will be strong leaders in your secondary area. In your online ABC registration account is a place to notate principal and secondary instrument. Also indicate which one you plan to play on ABC concerts. Be sure to go to another registration panel to save any change you make in the currently visible panel. Do not change after June 1.

INSTRUMENTS: (Main and Secondary)

- A limited number of instrument lockers are available at Ashland High School **BRING A PADLOCK!**
- Bring your own instrument if possible with extra reeds, valve oil, etc.
- If you need an instrument, request that by email to paulkassulke@bandworld.org. You will be responsible for any damage done to the instrument while in your care.
- Wind Players: Bring related instruments you play well (for concerts)—piccolo, English horn, flugelhorn. Brass players bring ALL mutes!
- Percussionists: Bring a well-stocked stick bag!
- ALL: If you have room you may bring instruments on which you have little background to aid learning.
- You may ship instruments, etc. to the 407 Terrace Address. Be sure to label: Hold for <your name>

AIRPORT PICKUP (via Yellow Cab)

Yellow Cab (541) 482-3065 does not arrange pickups prior to arrival but usually comes to the airport within 20 minutes of a call.

Cost to Ashland has been around \$40-50. (Return trips to Medford do require a call at least 2 hours before pickup.)

Cab will deliver you directly to your motel or to Ashland High School (206 S. Mountain Avenue)

Come to AHS if arriving before the 2:00 p.m. check-in time at a motel.

When booking your flight you should be looking for Medford (MFR). Alaska, American, Delta and United are the major airlines that fly to Medford.

IMPORTANT: If taking the ABC Diagnostic Placement Entrance Exams on June 19, BE SURE to fly in the night before. (Night of June 18th is included in the lodging package. There are NO alternative times possible to take the Band-Area Diagnostic Placement Entrance Exam (10 a.m.) nor the Music Theory Diagnostic Placement Entrance Exam (2:00 p.m.)

DEPARTURE: Do not plan a departure flight any earlier than 7:00 p.m. on July 5. Exams do not end until 5:00 p.m. and all masters candidates' grades depend on attendance throughout the day. (July 5 night included in lodging package.)

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