

Aspen Music Festival and School STUDENT CHAMBER MUSIC MANUAL

Compiled by AMFS artist-faculty and staff, these guidelines will detail the AMFS educational goals and expectations for students participating in chamber music, along with the policies and procedures that contribute to that end. This content has been updated for the 2025 season.

Overview

The Aspen Music Festival and School's mission is to be the preeminent summer institution of classical music education, performances, and presentations; to be transformational and inspirational for all involved; to be innovative and a catalyst for change in the world of music, while drawing on and respecting its great traditions.

- A school unique in its teaching practice and philosophy, inspiring every student through study and performance;
- A magnet for the highest-quality students, artist-faculty, and guest artists;
- A center for great musical performances, where listeners enrich their enjoyment of music;
- A force for positive change in the world of music.

All in the context of respecting and nurturing the Aspen Idea and the Aspen community, celebrating the union of mind, body, and spirit through the art of music.

EXPECTATIONS FOR AMFS CHAMBER MUSIC STUDENTS

The Aspen Music Festival and School expects all chamber music students to adhere to all rules, regulations, and policies stated in this manual; take responsibility for their own schedule and to put their musical education first; be honest and respectful and ensure that they represent the AMFS well, both on and off campus; interact professionally with colleagues, artist-faculty, conductors, guest artists, and staff; promote excellence on stage and work as a force for positive change in the world of music.

An optional program, AMFS Chamber Music is treated as a professional engagement. As such, assigned groups will remain together for the duration of their project. Ensemble members will treat each other with utmost professionalism and commitment. This means being present at all rehearsals and coachings, arriving on time and prepared, and performing at the highest standard.

AMFS CHAMBER MUSIC STAFF

The **Chamber Music Coordinator** is the point person for all chamber music-related issues, where/when logistical questions, and any last-minute emergencies. Before the first week of the summer season, the Chamber Music Coordinator will notify students by email of their chamber music group assignments, repertoire, and schedules. If a student has a question or concern about a specific chamber music assignment, they should contact the Chamber Music Coordinator. Their office is located in the Hardy Administration Building.

The **Chamber Music Librarian** is the point person for all part related issues. The Chamber Music Librarian works in the Bucksbaum Library. Please find library policies and hours of operation on page 9.

Chamber Music Assignments

To provide students with a meaningful and fulfilling chamber music experience, AMFS will make every effort to form groups based on each student's ability, experience, and orchestra assignment. As an optional extracurricular activity, students participate in intensive coachings and rehearsals in preparation for a performance opportunity.

STRING, WOODWIND, AND PIANO CHAMBER MUSIC ASSIGNMENTS

AMFS students in the Orchestra/Instrumental (non-brass), Solo Piano, and Collaborative Piano programs are invited to apply for the AMFS Chamber Music program by **May 1, 2025**. French horn students interested in participating in woodwind chamber music should complete an application.

Those selected will be assigned a project and an artist-faculty coach to embark on intensive preparation of a full work toward a highlighted community performance. Woodwind students will be assigned to perform on one of two “Woodwind Bash” recitals during Week 6 and Week 7 of the festival. A general estimation of the commitment is 8-14 services (rehearsals, coachings, and performance) over a 3–8-week period, depending on the complexity of the repertoire. Groups will be provided with a rehearsal and coaching schedule, to be coordinated around other musical commitments by the AMFS scheduling team. All scheduled activities are required. Additional rehearsals or coachings can be arranged upon request in writing to the Chamber Music Coordinator.

Each student’s application is reviewed carefully, and groups are put together based on the following parameters: repertoire requests, faculty recommendations, ability, instrumentation, availability, and age. String students over the age of 18 are assigned to chamber groups comprising members of the same orchestra. Placement is not guaranteed though every effort is made to assign all students to a chamber group who apply to the program. The Chamber Music Coordinator will be in touch if a student is not able to be placed due to availability.

Pre-formed groups should complete a Chamber Music application and include the names of the members of their group. All efforts will be made to honor requests for pre-formed groups to remain together as a chamber group for the duration of the summer.

BRASS CHAMBER MUSIC ASSIGNMENTS

AMFS brass students will be assigned to a chamber group during the Brass Chamber Music Kickoff. This is a mandatory event for all brass students on the Monday afternoon of Week 1.

Groups will be assigned a faculty coach and will receive one coaching per week for the duration of the season. Groups will perform at the Music on the Mountain concert series and at Brass Bash I and II to be held on the Bucksbaum Campus at the end of each half session.

HALF SESSION CHAMBER MUSIC ASSIGNMENTS

Half Session strings and piano students may apply for chamber music and all efforts will be made to place them in a chamber music group.

Half Session winds, brass, percussion, and harp students are not eligible to apply to chamber music due to the length of the rehearsal period for those groups.

NOTIFICATION OF ASSIGNMENTS AND PART AVAILABILITY

Students can expect to be notified of their participation in the AMFS Chamber Music program on **June 16, 2025**.

The Chamber Music Coordinator is responsible for sending emails to all chamber groups with their schedule, members' names, coach, performance date, and repertoire (if possible.)

If a chamber group's repertoire has been confirmed by June 16, 2025, then that group's parts will be available in the library for musicians to pick up during Registration.

If a chamber group's repertoire has been left to the group and the coach to decide, then the group will need to confer with their coach to select their own repertoire. This decision will need to be made prior to or during the first rehearsal, approved by the faculty coach, and then communicated to the Chamber Music Coordinator and the Chamber Music Librarian immediately. Please allow for at least 3 days for parts to be prepared. Lead time may be longer if parts need to be ordered and shipped to Aspen.

Chamber Music Policies

AD HOC GROUPS

Students who choose to form their own groups are welcome to rehearse at their leisure but will not be assigned coaches and/or performance opportunities. They may apply through the Office of Student Services to perform at a Spotlight Recital.

REQUESTING A CHANGE TO THE CHAMBER GROUP

Students are not permitted to make assignment adjustments under any circumstances. If a student has a question or concern about their chamber group assignment, they should contact the Chamber Music Coordinator. Any adjustments will be at the discretion of the Chamber Music Faculty Coordinators, the Chamber Music Coordinator, the Manager of Personnel, and the group's faculty coach.

REQUESTING A CHANGE TO REPERTOIRE

Upon receiving the notification of assignment from the Chamber Music Coordinator, if a group's repertoire is undetermined, then they will need to confer as a group and with their coach to select their own repertoire. This decision will need to be made prior to or during the first rehearsal, approved by the faculty coach, and then communicated to the Chamber Music Coordinator and the Chamber Music Librarian immediately.

If a chamber group needs to change their repertoire at any time during the season, the group must write to the Chamber Music Coordinator and their coach for approval. There is no guarantee that the request will be granted, nor that the parts will be readily available in the chamber music library.

PERFORMANCE READINESS

The Chamber Music Coordinator will check in with the faculty coach after the group's penultimate rehearsal before the performance to ensure that the faculty coach has approved the group's readiness to perform. Groups may be reassigned to a later performance date if the faculty coach determines that the group is not adequately prepared for their assigned performance date.

ATTENDANCE

AMFS health care providers will be asked to confirm any illness as a cause of absence from any required activities (orchestra/opera rehearsals, coaching, classes, lessons, etc.) Artist-faculty members are not empowered to excuse students from any assignments or rehearsals. If a student presents a doctor's note for an illness or injury, all parties including the Chamber Music Coordinator, opera administrators, orchestra managers, private teachers, chamber coaches, the Schedule Coordinator, and the Office of Student Services will be notified. Continued practice and participation in other musical activities will not be permitted to ensure the student's full recovery.

Chamber Music activities are scheduled to not conflict with orchestra rehearsals and have priority over all other musical activities (private lessons, classes, chamber music coachings, and paid or unpaid performances) except for orchestra services. If a student must be late or absent for any reason to any chamber music service, they must contact their group

colleagues, coach, and the Chamber Music Coordinator. Students are expected to be punctual and maintain a professional attitude. Unexcused absences and frequent tardiness will result in disqualification from competition and recital opportunities, and may result in suspension of private lessons, withholding of the security deposit, forfeiture of scholarship, and/or expulsion. Students will not be excused from rehearsals for religious practices.

ATTENDANCE AS IT RELATES TO PERFORMANCE INJURY

Temporary rest from practicing and playing is usually recommended when dealing with a performance-related injury. Physical therapy may be recommended and is available in Aspen with therapists familiar with music performance-related injuries. Students who sustain or aggravate an existing performance-related injury while in Aspen must communicate with the Vice President and Dean of Students, who will consult with the student's private teacher, the AMFS health team, and the student to determine what, if any, musical activities will be permitted. Students unable to resume AMFS activities may be dismissed to tend to their injuries in a focused manner, under their regular medical care. Students will be able to communicate any physical concerns in the pre-season survey so that performance injury history or tendencies can be considered when orchestra and chamber music assignments are made.

LEAVE OF ABSENCE/EARLY DEPARTURE

Students are expected to attend all required events and must be in Aspen for the duration of their session. Please review the [AMFS Program Dates and School Calendar](#) for important dates. Short-term absences (typically no more than seven days, inclusive of travel) may be approved for extraordinary cases. Please visit the [Leave of Absence Policy](#) in the Student Handbook for a full description of the policy.

Students approved for a late arrival or leave of absence prior to the May 1, 2025 due date of the chamber music application will still be considered for chamber music placement. However, depending on the nature of the request, placement in an ensemble is not guaranteed.

In taking a leave of absence, the student understands that any missed opportunities cannot be made up or re-created. The administration will take reasonable measures to ensure optimum employment of the student's time while in residence at Aspen.

Chamber Music Rehearsal and Performance Information

AMFS TUNING

All AMFS ensembles tune to A=441.

AMFS CHAMBER MUSIC REHEARSAL AND PERFORMANCE ETIQUETTE

The AMFS trains its students to be professionals and expects chamber music rehearsals and performances to run accordingly. Below are expectations for all students participating in chamber music.

- Be prompt. Double check the bus schedule.
- Arrive to rehearsal prepared, having listened to a recording of the work and having practiced your part. Do not sight read at the first rehearsal.
- Understand the library policies. Students are required to collect their music at least one week in advance of the first rehearsal. Failure to do so may result in a disciplinary meeting with the Dean of Students.
- Remember to bring your music to rehearsals, coachings, and the performance.
- Bring a pencil.
- Be professional and bring your best attitude.
- Cell phones must be turned off and out of sight.
- Remove distracting clothing, such as hats, visors, hoods, and sunglasses.

PERFORMANCES

Students must check in with the Chamber Music Coordinator and/or Operations Assistant upon arrival. Specific dress rehearsal and sound check call times will be emailed to each group several days before their assigned performance date.

Aspen Chapel

77 Meadowood Drive (off Castle Creek Road, on the left between Marolt and the roundabout)

Groups assigned to this venue will perform at 5pm on Thursdays.

Groups are invited to sound check from 3:30pm-4:30pm. Each group's time slot will be based on the program order to be provided by the Chamber Music Coordinator.

Aspen Community Church

200 East Bleeker Street (off Main Street in Aspen, behind Carl's Pharmacy)

Groups assigned to this venue will perform at 1:30pm on Saturdays.

Groups are invited to sound check from 12-1pm. Each group's time slot will be based on the program order to be provided by the Chamber Music Coordinator.

Joan and Irving Harris Concert Hall

960 North Third Street (adjacent to the Klein Music Tent)

Groups assigned to this venue will perform at 3pm either on Wednesday or Thursday.

Groups are required to attend the dress rehearsal prior to the concert, which takes place 1:30-2:30pm on the assigned performance day. Each group's time slot will be based on the program order and will be provided by the Chamber Music Coordinator.

Pitkin County Library**120 North Mill Street (off Main Street in Aspen, across the street from the Hotel Jerome)**

Groups assigned to this venue will perform at 2:30pm either on Monday or Friday. Groups are invited to sound check from 1-2pm. Each group's time slot will be based on the program order and will be provided by the Chamber Music Coordinator.

Private Residences

Groups may be assigned to perform at House Music, a ticketed event open to the public and held at a private residence.

Invitations and details will be sent by the Chamber Music Coordinator.

Top of Aspen Mountain – Meet at Silver Queen Gondola**611 E Durant Street**

Brass groups assigned to this venue will perform at 1pm on Saturdays.

Groups will receive an email from an Operations Assistant with specific instructions on what time to ride the gondola up to the top of Aspen Mountain.

PERFORMANCE ATTIRE

Professional performance attire is required. The AMFS does not provide attire for loan. For example, orchestra attire or all black is a safe standard. Personal flair is invited such as a gown, etc. No jeans, shorts, or casual shoes. Ensemble members should feel free to coordinate.

CHAMBER MUSIC LIBRARY

BUCKSBAUM LIBRARY

Monday: CLOSED

Tuesday-Friday: 9 am-5 pm

Saturday-Sunday: 9 am-1 pm

CHECKING OUT CHAMBER MUSIC

The online chamber music catalog can be found at 18523.rmwebopac.com

Please visit the Bucksbaum Campus Library to request and check out parts.

- Students must present their AMFS Student ID to borrow items.
- No more than three items on loan at a time.
- All student library loans are for two weeks.
- Items may be renewed if there is no “hold request” for the item.
- A student borrowing ensemble chamber music will be held responsible for all parts and folders.
- A student checking out ensemble music must take all parts at the time of check-out. Parts cannot be left at the library for another group member.
- Students who have fines or overdue items may not check out additional items.

CHAMBER MUSIC HOLD REQUESTS

- Students may place a hold on a checked-out item and will be contacted when the item is returned. One held item is permitted at any given time. The student will then have 24 hours to pick up the request before the item is returned to circulation.
- Hold request items are not renewable.

CHAMBER MUSIC RETURNS AND OVERDUE ITEMS

An overdue fine of \$0.25 per day per item will be charged for all late returns.

Items must be returned during hours of operation. Students who leave materials by the door will be fined \$2.00 in addition to any overdue fines.

- Items will not be checked-in unless all parts are in the folder.
- In the event of an incomplete return, the borrower will be charged for a complete set of new parts, plus \$15.00 to cover processing costs.

Library materials will not be available for check-out after the last Wednesday of the season.