

# UTSA Summer Band Institute

## Camp Handbook

University Summer Music Camps have existed for many years, but this may be the first time your son or daughter will be attending a camp. We are committed to making your child's camp experience a safe, exciting, and educational experience, and we hope that we can count on you to help us make that happen. We encourage you to become an active participant in your child's preparation for camp and we are always happy to assist you with any questions you might have.

This handbook is your starting point for preparing your student for camp. It is made especially with the questions and concerns of day-campers in mind. It is also a resource for campers while they are attending camp, so please take the time to read it carefully.

Thank you for choosing the UTSA Summer Music Camps for 2020. We look forward to seeing you this summer!

Sincerely,

**Aaron Collins**  
Camp Director

**Cristina Silva**  
Assistant Director

**Ron Ellis**  
Director of Bands  
UTSA

**John Zarco**  
Associate Director of Bands  
UTSA

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## Check-In Checklist:

- \_\_\_\_\_ Confirm balance is paid in full.
  - \_\_\_\_\_ Purchase camp CD (Optional)
  - \_\_\_\_\_ Enroll in private lessons (Optional)
  - \_\_\_\_\_ Pick-up camp T-shirt.
  - \_\_\_\_\_ Sign-up for audition time.
  - \_\_\_\_\_ Complete Audition
  - \_\_\_\_\_ Move into Dormitory (**Residents Only**)
  - \_\_\_\_\_ Attend mandatory camp meeting (**Residents Only**)
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## Camp Administration Office:

UTSA Summer Music Camps Phone: 210-386-9271

Email: [utsasbi@gmail.com](mailto:utsasbi@gmail.com)

Office Hours: Monday - Friday, 8:00am-5:00pm CST

In case of emergency call: 210-386-9271. Camp administrators will be available to assist you in reaching your child. Our camp administration will send daily emails throughout the week of the camp. These emails will include important reminders and updates regarding the following camp day.

## Financial Information

### **PAYING YOUR DEPOSIT:**

A non-refundable deposit of \$150.00 should have been paid at the time of registration. This is required for both commuter and residential campers. If you have not yet paid this deposit you must do so at this time to secure the campers place at camp. This \$150.00 is applied toward the camp tuition. This deposit is non-refundable!

### **PAYING YOUR BALANCE:**

The remaining balance of the tuition fee, less any discount credits, is due by **June 14<sup>th</sup>, 2020**.

Full or partial payments are accepted any time after the camper is registered. You will need to log into your camper's account to pay any remaining balances. You will receive a registration ID in your confirmation email upon registering. If you have an outstanding balance, you will need to visit our camp website – [utsamusiccamps.com](http://utsamusiccamps.com) – select the drop down menu for the Summer Band Institute – Click on "Pay Remaining Balance".

### **CANCELLATION & REFUND POLICY:**

Please notify us immediately if the camper is no longer planning to attend camp. There may be a wait list, and we would appreciate the opportunity to allow another camper to take part in our camp if you are not planning to attend. If you are unable to attend camp for any reason AND the camp administration office receives a written refund request, the following refund policy will apply:

**A 50% refund of all money paid. This does not include the \$150 non-refundable deposit.**

#### **Acceptable forms of written notification include:**

Emails sent to the camp administration office at [utsasbi@gmail.com](mailto:utsasbi@gmail.com)

Letters faxed to the camp administration office at 210-458-4381

All of the above methods must be received in our office according to the refund policy. Please be sure to get a confirmation from our office indicating that your request to cancel was received, and that the refund is being processed.

## CAMP CHECK-IN

All campers must attend check-in. This is not optional. Please plan to arrive at camp during your designated check-in time on Sunday, June 14th.

**Middle School Campers with Last Name beginning with A-M check-in between 12:00 - 1:00pm**

**Middle School Campers with Last Name beginning with N-Z check-in between 1:00 - 2:00pm**

**High School Campers with Last Name beginning with A-M check-in between 2:00 - 3:00pm**

**High School Campers with Last Name beginning with N-Z check-in between 3:00 - 4:00pm**

If you are unable to arrive during your designated time block, please contact us by email at [utsasbi@gmail.com](mailto:utsasbi@gmail.com) so that we can make alternate arrangements.

You can arrive any time during the designated time block, but please leave yourself enough time to complete all of the check-in process; you may feel rushed if you arrive too close to the end of your designated time block.  
(*Tip: The longest lines tend to be at the very beginning and very end of check-in*).

If you are unable to attend check-in during the designated times, please contact our office so that we can make alternate arrangements with you. If you do not attend check-in, you will need to stop by the administration office before your first rehearsal to complete the administrative portion of check-in and to perform a placement audition.

**CHECK-IN PARKING:**

Parking is available in all UTSA lots. We recommend using the UTSA Bauerle Lot located at the bottom of the Arts Building. Parking will be free on Sunday in any unmarked/faculty B/or faculty A spot.

**CHECKING-IN WITHOUT A PARENT/GUARDIAN PRESENT (High School Only):**

For high school campers who will be coming to check-in without a parent, we suggest that parents confirm the following:

**That the camp balance has been paid in full.**

**That there are no questions about any medical conditions or medications.**

No middle school campers will be permitted to check-in without a parent/guardian.

**WHAT TO EXPECT AT CHECK-IN:**

Administrative check-in takes place in the UTSA MUSIC BUILDING.  
(Labeled ART Building on most maps)

**At check-in you will:**

**#1: Pick up your camp welcome packet.**

This will include your camp ID, your daily activities schedule, and a pencil.

**#2: Confirm with the camp directors that you are paid in full.**

If you have a balance it must be paid at this time. No camper may start camp without payment in full.

**#4: Sign up for private lessons** (optional. See "Private Lessons" for more details).

**#5: Purchase a camp CD** (optional. See "Preparing For Camp: Merchandise" for details).

**#6: Perform your placement audition.** (*required*. See the "Audition" section for more details).

**#7: Store your instrument** (*if needed – typically larger instruments*)

**AFTER CHECK-IN:**

If you are a commuting camper, you may leave for the day following camp check-in. Commuting campers will not need to return to UTSA until the start of camp on Monday. All residential campers will need to move into their dormitories following their auditions and attend the required meeting Sunday evening at 7:00pm in the UTSA Recital Hall.

**PERSONAL VEHICLES:**

Day-campers are not permitted to transport overnight-campers in their personal vehicles. Any overnight camper who travels with a day camper in the day-camper's car for any reason may be dismissed from camp.

Any camper who transports another camper(s) in their personal vehicle does so at their own risk and is responsible for anything that happens to the other campers while in their car.

**PRIVATE LESSONS:**

This camp offers students the option to sign up for private lessons at an additional cost of \$25.00 per 30 - minute lesson. All lessons are organized and paid for in full at camp check-in. Payments for lessons are payable by cash or check only, and checks must be made payable directly to the lesson instructor.

The lesson(s) will typically be scheduled during ensemble rehearsals and recreational periods as needed; no lessons are scheduled outside of the 8am-6pm class day. Lessons will be with a UTSA Music Faculty member or outstanding alumni. Lessons are scheduled with a teacher based on availability.

Registration for private lessons will take place at camp check-in on Sunday, June 16th.

## CAMP NECESSITIES

All Campers, Day and Overnight, should consider the following:

### CLOTHING ITEMS:

Casual clothes to wear to classes, rehearsals, and recreation activities. Tennis shoes and other comfortable footwear\* are also recommended.

\*SAFETY NOTE - though flip-flops may be comfortable summer footwear, they can often be dangerous. When the campus sidewalks get wet after a rainstorm they are extremely slick. We have had to bring campers to the health center because they hurt themselves when their flip-flops hydroplaned on the sidewalk. There are also a lot of stairs in the buildings and on campus. Flip Flops easily get caught on the edge and suddenly you're face planting into the stairs. We encourage you to consider bringing footwear that won't land you in the hospital.

Rain jacket and/or umbrella (*just in case*)

Sweater or sweatshirt (*rehearsal rooms can get very chilly*)

Hat, sun-visor, sunglasses,

Bathing Suit

### PERFORMANCE DRESS - HIGH SCHOOL:

**Girls:** Black Skirt or Pants (skirts must be below the knee when seated); Black Blouse; Black Shoes; Stockings

**Boys:** Black Trousers; Black Dress Shirt; Black Shoes; Black Socks; Black tie optional

### PERFORMANCE DRESS - MIDDLE SCHOOL:

All students will wear their camp t-shirts and choice of bottom. Students may wear shorts or pants of any color.

### INSTRUMENTS:

All students should bring their own personal instrument for use throughout the duration of the camp. The only exception to this is percussionists.

#### ***Percussionists should bring the following:***

Sticks & Mallets (snare, timpani & marimba)

Stick bag

Practice pads

UTSA does not have instruments available for camper use. If you do not own your instrument, we suggest contacting your school music director and arrange to use a school instrument during your camp. If you have extenuating circumstances, which may prevent you from bringing your instrument to camp, please contact the camp office.

## AUDITIONS

### YOUR PLACEMENT AUDITION:

There will be a placement audition at camp check-in to determine your band assignment. You will receive a personalized schedule before your first rehearsal that will include your assignment and will give you the times and locations of all of your rehearsals.

**Campers should prepare the following for the audition:**

**Winds:**

Two major scales of your choice  
Two solo excerpts, etudes, or short pieces:  
One piece should be slower, lyrical  
One piece should be faster and more technically demanding

**Percussionists:**

A snare piece  
A mallet piece

**A NOTE ABOUT ENSEMBLE PLACEMENT:** Once band assignments have been made they will not be changed. The students at our camps come from a variety of backgrounds and musical experiences, and therefore, the band assignment and seating you receive at camp may not be what you are used to back home. This can be a shock to some campers who are used to always being placed at the top. We encourage campers to prepare for the placement audition and then to trust the decisions of the UTSA educators to place them in the appropriate ensemble. Our instructors want all campers to get the most out of their camp experience and we stand behind the decisions they make. Changes will NOT be made to ensemble and/or seating assignments after they have been completed.

**THE AUDITION PROCESS:**

The audition process for the UTSA Summer Band Institute is designed to be as stress-free as possible. That's why we encourage all of our participants to audition on material that they are comfortable with. There is no need to go out and learn material beyond the individual's ability in an effort to impress the judges.

However, all campers should take the process seriously. Auditioning for a summer music program is the perfect opportunity to enhance the individual's performance skills, and serves as beneficial experience for when the student auditions back at their respective programs, region band, or any other audition based program in which the camper may participate.

**WHO JUDGES THE AUDITION?:**

A mixture of UTSA faculty and outstanding UTSA alumni will serve as both our judges and our master class instructors. All of our judges are master performers on their assigned instruments and serve as UTSA private instruction faculty, performers in the San Antonio Symphony, the San Antonio Wind Symphony, other prestigious ensembles, and local middle school and high school educators. We have sincere trust in their ability to appropriately assign our participating campers.

**BAND PLACEMENTS:**

We operate our camp differently than what many campers (and their guardians) may be used to. While many campers may be used to being placed in an "Honor Band", "Wind Ensemble" or "Top Band", we do not follow that same system when it comes to assigning our ensembles. We simply place our campers in the Orange band or Blue band and the auditions determine which part they play on each particular piece. This demonstrates a rotational part system that is used by nearly all professional and college ensembles.

At the UTSA Summer Band Institute, our ensembles are constructed in a manner that allows musicians of all calibers to experience music that they may not typically experience in their respective programs back home. This includes music that can be above or below their respective playing ability. By splitting our ensembles into equal caliber groups, we are able to program music that allows our stronger players to model their strong musical skills while also challenging our younger or less developed musicians. Again, there is no technical ability difference between our Orange and Blue ensembles.

At the middle school level, all rising 8th and 9th graders will be placed in either our orange band or blue band. The placements will be split evenly based upon audition results.

#### **WHITE BAND (MIDDLE SCHOOL ONLY):**

Our white band is designed primarily for 6th grade students who will be 7th grade band students in the fall following the camp. The white band is typically taught by a middle school band director who has proven to be outstanding in terms of how they develop their respective programs.

The white band will focus heavily on preparing our campers to not only exhibit a fantastic musical performance come concert day, but also serve to foster an environment in which the individuals receive the proper care and attention towards enhancing fundamentals of musical rehearsal and performance.

We strongly believe that those young performers seated in the white band will be better equipped to serve as role model musicians upon returning to their respective programs. Those young students who exhibit mature musicianship in their audition will be *considered* for one of the more advanced orange or blue groups.

#### **WHY USE THIS SYSTEM?:**

Too often we are quick to categorize music as easy or hard. We have been commonly led into thinking that “harder” music is better and that “easier” music is boring. Our mission at the UTSA Summer Band Institute is to help guide our campers into developing a respect for all types of music. By constructing ensembles that are equal, we are able to program both “challenging” music and “easy” music. Why? Because that’s how professional musicians operate in the real world! Professional musicians are not always playing the hardest, most challenging music. The real world offers a healthy balance of different levels of repertoire for even the most advanced musicians because there is tremendous value to be found in all types of music. If we can expose our campers to a wide variety of repertoire, we can hopefully inspire them to be consumers of many musical masterpieces.

## **PREPARING FOR LIFE AT CAMP**

There are so many things to think about when preparing for your time at camp. This section is designed to help you understand what to expect at camp and guide you as you make your camp plans. In addition, we want you to understand what we expect of each camper during your time with us:

*We expect our campers to come prepared daily to practice, play, and perform. We expect our campers to uphold the standards of our community of camp musicians; helping to maintain a safe and welcoming environment, and helping to foster positive relationships between fellow campers. Bullying, substance abuse, theft, and other negative behaviors will not be tolerated. Most of all - WE EXPECT OUR CAMPERS TO LEARN AND HAVE FUN!!!*

#### **CELL PHONE POLICY:**

Campers are allowed to have cell phones for use during free time, but they must be **TURNED OFF COMPLETELY** and **PUT AWAY OUT OF SIGHT** during all workshops, rehearsals and performances. Cell phones that are turned on, visible and/or used during workshops, rehearsals, or performances may be confiscated according to the following policy:

**First Offense:** The student will be asked to turn off and put away their phone

**Second Offense:** The cell phone or device will be taken up until the end of the instructional day.

If a camper’s cell phone is confiscated, parents will still be able to contact the camper either through the Camp Office or the Dormitory Office.

**DINING HALL & MEALS:**

Lunch will be provided each day for all campers at the UTSA Cafeteria. Breakfast and dinner will be provided to overnight campers. Due to health regulations, no outside food is permitted inside the cafeteria.

**DRESS CODE:**

Dress for all camp activities is casual (shorts, t-shirts, jeans) but should be appropriate for classroom instruction. Revealing clothing is not permitted and it is at the discretion of the camp staff to require campers to change or cover up if an outfit is deemed inappropriate.

Swimwear is permitted for recreational activities only. Again, it is at the discretion of the camp staff to require campers to change or cover up if a swimsuit is deemed inappropriate. Please use your best judgement.

**INSTRUMENT STORAGE:**

Campers who play oversized instruments will be provided with a secure room to lock up their instruments rather than a locker. This room will be in the UTSA Music Building. Campers who play oversized instruments will be directed to the storage location during check-in.

**MERCHANDISE:**

Concert Recordings will be made available for each of the performing ensembles. These CD's will be for sale during camp registration as well as before and after the groups performances on Saturday, June 22nd.

**MONEY:**

Campers are encouraged to bring a few extra dollars if they wish to purchase vending machine items throughout the day.

**MUSIC:**

The music to be performed at camp will be provided to campers. Campers should also bring additional music with them to use during private practice time or during optional private lessons.

**DAILY DROP-OFF & PICKUP:**

Please review the camp schedule you are given at check-in closely to be sure that you have the correct drop-off and pick-up times for your camp. When dropping-off and picking-up a day camper each day, please do so at the Bauerle Lot.

**AM DROP-OFF:**

Students are to be dropped at the foot of the hill leading up to the Music Building. This is in the Bauerle Lot. They will need to walk directly to the second floor of the music building and go to their first rehearsal of the day. Attendance for the day will be taken at this rehearsal.

**PM PICK-UP:**

PM pick-up can get a bit hectic - especially if it rains. But we do our best to get your children out to your car as quickly and efficiently as possible. Please stay in your car to avoid delays. We will walk your child out to meet you. Pick-up will take place at the Bauerle Lot.

## RECREATIONAL ACTIVITIES

Campers will receive an activity schedule on check-in day. Activities will be scheduled for each evening and will include a variety of recreational activities. Activities are organized by the camp staff and may include things like sports, movie nights, ice cream socials, and more. All recreational activities are on-campus, with the exception of the Fiesta Texas trip. For those not attending Fiesta Texas, alternate activities will be offered on the UTSA Campus with camp supervision. For the Fiesta Texas trip, campers will be transported using charter buses. All activities, both on-campus and off, are monitored by our camp staff at all times.

### Instructions for day-campers participating in recreation activities:

To participate in one of the optional activities that have a fee, day-campers need to sign-up and pay for the activity at the Camp Desk in the UTSA Music Building or at the Camp Office in the Dormitories during lunch time.

### Getting to and from a recreation activity:

For the Fiesta Texas Trip, Parents may NOT drive day-campers directly to the event. For accountability purposes we ask that they travel to and from the event with our staff. Parents can pick up day-campers from the UTSA Music Building at the conclusion of the event. No campers will be released from the event location - they can only be picked up once campers return to campus.

## ATTENDANCE AND CAMPER SIGN-OUT

Attendance at all camp events, rehearsals, and performances (and evening events for overnight campers) is mandatory for all campers. Attendance will be taken at the start of each rehearsal, every day. If your child cannot attend camp on a particular day, or if you need to take them out of camp for a portion of the day, please email us at [utsasbi@gmail.com](mailto:utsasbi@gmail.com) to let us know they will be absent.

Campers are only permitted to leave camp as follows:

Parents may give written permission for an adult over the age of 21 to sign-out their child by providing written notice the morning of. This written notice should be turned in to the camp office located in the lobby of the Music Building. You may also email us in advance at [utsasbi@gmail.com](mailto:utsasbi@gmail.com).

### **CAMP CHECK-OUT:**

Camp check-out takes place after the final performance. Once your concert is over, you are dismissed, but are encouraged to stay to watch the other performances. There is no official check-out process that day campers need to follow post-concert. We will have camp counselors available in the lobby if you need any assistance.

## PERFORMANCE INFORMATION

### **All concerts will take place in the UTSA Recital Hall**

For all weekend and evening performances, parking is available in any UTSA parking lot. Parking is free in any unmarked spot or Faculty A/Faculty B spot. All performances are free and open to the public. No tickets are required. Seating is general admission and concert halls open 15 minutes prior to the performance. Performances time and locations are subject to change.

No food or drink is allowed in the performance hall. Non-flash photography/video is allowed but please be respectful of the performers, conductors and other audience members.

No pets allowed in the performance hall except service animals.



## PARENT RESOURCES

We want camp to be an exciting summer experience for all of our campers, and we're sure that you will find that our counselors and instructors will do everything possible to make that happen. We hope that this section will provide some answers and guidance for you as a parent as you prepare to send your child to UTSA for this new experience.

### HOMESICKNESS:

Adjusting to camp can be overwhelming for some students even when camp is in your hometown. Usually homesickness manifests within the first 24-36 hours, and common phrases to listen for are: "I just don't like camp"; "The music is too easy and I've already played this piece at school"; "I'm not making any friends" or "I'm bored." Most of the time these are usually just warning signs that the student is having trouble adjusting to their new environment. Once they have the chance to overcome these anxieties, most campers do a complete 180 and can't stop talking about next year.

If you feel that your child might be having trouble adjusting, encourage them to hang in there and then give us a call so that we can do all we can to help them feel comfortable, involved, and happy. Our staff has handled these situations before and have a variety of tools and methods at their disposal to get your child interacting with new friends, engaging in class, and on the path to having a great time.

To help your child prepare in the months before camp starts, you may wish to try the following techniques which are endorsed by the American Camp Association:

#### 1. Don't make a "pick-up deal."

Promising "If you're not having fun I'll come and get you" undermines children's confidence and dramatically intensifies homesickness. Instead, normalize their anxiety and talk positively about camp.

#### 2. Spend practice time away from home.

Nothing builds confidence and teaches a child how to cope with time away from home better than (you guessed it) time away from home. A weekend at a grandparents' or trusted friends' house will do wonders for their adjustment.

#### 3. Double-check the check-in and check-out time for your camp.

Start camp off on a smooth note by arriving on time and on the right day. Use a wall calendar in the months prior to check-in day to make an exciting countdown to the big day.

### TROUBLE IN PARADISE:

It happens...phones go missing, money gets lost, new friends can say mean things. If your son or daughter calls you with a problem, remind them that the counselors should be their first stop for assistance - there is always someone available in the Camp Office to help. Our staff will do our best to resolve the problem as quickly as possible.

But what happens when kids don't know when to ask for help? Our counselors will always do their best to try to identify problems before they happen, but they are not mind-readers. Remind your son or daughter that they need to speak up if something isn't right or if they are unhappy.

It is equally important that they need to speak up if they aren't feeling well. Our camp counselors are not medical professionals and can not make medical decisions on behalf of the students. If your son or daughter has an ongoing medical condition, please alert us at check-in and make sure that your child knows to alert an adult immediately if they are experiencing any signs or symptoms.

## DRIVING DIRECTIONS

**From Dallas/ Waco/ Austin I-35 Corridor North**

- 1 Take I-35 South
- 2 Exit 172 I-35 South to Anderson Loop 1604 West
- 3 Exit John Peace Boulevard
- 4 Turn left at the traffic light onto John Peace Boulevard
- 5 Follow the roundabout toward Bauerle Parking Lot

**From Corpus Christi/ Laredo/ San Antonio Area I-35 Corridor South**

- 1 Take Hwy 37 North towards San Antonio
- 2 Take IH-10 West (to El Paso)
- 3 Take Anderson Loop 1604 West
- 4 Exit John Peace Boulevard
- 5 Turn left at the traffic light onto John Peace Boulevard
- 6 Follow the roundabout toward Bauerle Parking Lot

**From Houston/ Galveston/ Beaumont IH-10 Corridor East**

- 1 Take IH-10 West
- 2 Take Anderson Loop 1604 West
- 3 Exit John Peace Boulevard
- 4 Turn left at the traffic light onto John Peace Boulevard
- 5 Follow the roundabout toward Bauerle Parking Lot

**From El Paso/ San Angelo/ Midland IH-10 Corridor West**

- 1 Take IH-10 East towards San Antonio
- 2 Take Anderson Loop 1604 West
- 3 Exit John Peace Boulevard
- 4 Turn left at the traffic light onto John Peace Boulevard
- 5 Follow the roundabout toward Bauerle Parking Lot

**PARKING ON CAMPUS:**

IF YOU PARK IN A UTSA LOT WITHOUT A PERMIT, YOU WILL RECEIVE A TICKET, unless you have your SBI dash permit displayed.

**OFFICIAL RULES & REGULATIONS**

**I. HOURS**

All overnight campers must be in Alvarez Hall after 6:00 p.m. unless attending a camp concert, evening program or rehearsal or practice session with a camp group supervised by staff members. Overnight resident campers must be in their dorm rooms, and quiet time is observed at a designated time.

**II. DATING**

Music campers may not “date” non-music campers. Contact with non-music campers living at UTSA is discouraged.

**III. PRACTICING**

Practice rooms are available and monitored in the music buildings; practicing is not permitted in the Alvarez Hall dormitory as it is a residence.

**IV. AUTOMOBILES**

- Resident overnight campers are not permitted to drive a car while at camp. Students who drive to camp from their hometown must turn in their car keys to the Dormitory Supervisor upon arrival and retrieve them during check-out.
- Day-Campers who drive themselves to camp and have a vehicle on campus are responsible for any

other day-campers they may transport in their vehicles. Day-Campers are not permitted to transport overnight campers in their vehicle. Any overnight camper who leave campus in a day-camper's car does so at their own risk and becomes the responsibility of that day-camper. Day-Campers who transport overnight campers in their car are subject to dismissal from camp.

**V. IDENTIFICATION BADGES**

All campers are required to wear their identification badges at all times.

**VI. ELEVATORS**

Campers should not use elevators in the Department of Music buildings unless they have a disability that requires that use (please notify our camp office) or are transporting a large instrument.

**VII. HOUSING REGULATIONS**

- Furniture may not be moved from one room to another.
- Charges will be made for damages to property. Any damages will be billed to the students and/or parent(s) by the UTSA Housing Offices.
- No room visitation is permitted by members of the opposite sex.

**VIII. SMOKING AND SUBSTANCE ABUSE BY CAMPERS WILL NOT BE PERMITTED.**

See XIII. GROUNDS FOR AUTOMATIC DISMISSAL

**IX. DAY CAMPERS**

Day Campers attending classes, visiting, or eating at UTSA will be subject to all the rules and regulations pertaining to resident campers.

**X. MUSIC LIBRARY**

No campers are to enter the UTSA Music Library at any point.

**XI. CELL PHONES & HAND-HELD DEVICES**

A. Cell phones and all other hand-held devices (including music players, computer games, pagers and other similar devices) are not permitted during camp classes, rehearsals and performances. All such items must be turned off completely and put away out of sight during these times. If cell phones or any of the above devices are turned on, visible and/or used at inappropriate times, Counselors, Instructors and Administrative Staff are permitted to take the following actions:

- First Offense: Camper will be instructed to turn off and put away the device.
- Second Offense: Device will be taken up by a staff member and turned into the camp office for the rest of the instructional day.

**XII. VIOLATIONS OF REGULATIONS**

- Campers who violate these regulations shall be subject to discipline by the Director of Campus Life, the Dean of Students, the Assistant Camp Directors or the Camp Director.
- Any camper who persistently violates academic or Alvarez Hall regulations or standards of the University makes himself/herself liable for suspension by administrative action.

**XIII. GROUNDS FOR AUTOMATIC DISMISSAL**

- The use or possession of any non-prescribed drug, alcohol, marijuana, tobacco products, or any other controlled substance; the use of fireworks; the possession of any weapon; stealing; bullying; or the breaking of any civil law or city ordinance is grounds for automatic dismissal from the Summer Music Camps.
- Should you be dismissed for any of these reasons, your parents or guardians will be notified. They will be responsible for your immediate transportation home. Students dismissed from camp at any time will not be reimbursed any funds paid, including tuition and housing & food payments.