

Dear New and Returning Music Students,

Welcome/Welcome back to CTSA Department of Music!

We hope you have had a great summer!

I would like to share the following important information with you in the lead-up to next week:

### **Keys**

For continuing students: Effective Tuesday, September 17<sup>th</sup> (today), your existing metal key will no longer work in the general practice rooms in AITR.

Please contact CTSA Director of Facilities, Jeff Stube, via email at [jstube@uci.edu](mailto:jstube@uci.edu) to schedule an appointment to swap out your key for a new one.

For new Undergraduate students: In order to gain access to department keys, please be sure to attend and check-in at the 'New Music Majors Meeting (Mandatory) with the Chair and the UG Director' on Wednesday, September 25<sup>th</sup> (additional info at WW link below). We will request your keys after the meeting and you ought to be able to pick them up from the CTSA Dean's Office later in the week or during Week 1 (You will be sent an email once your keys are ready).

### **Financial Aid-Scholarships and LAB FEES**

For those who are receiving financial aid, you ought to have received your support for fall quarter. For those who are receiving scholarships, you will receive them soon if not already, if you have uploaded your Thank you materials.

Please be sure to set aside \$500 to pay for Course Material Fees (AKA "Lab Fees") each quarter. This will reflect on your Zotbill **after** the first or 2nd week of each quarter. This is necessary because Financial aid and Lab fee are two separate systems (In other words, they are not connected - financial aid is usually disbursed before the start of each quarter, while lab fees won't appear in your Zotaccount until financial aid has already been disbursed).

Please email [pechang@uci.edu](mailto:pechang@uci.edu) for questions.

### **Link to Welcome Week calendar:**

<https://music.arts.uci.edu/2024-welcome-week-schedule>

We look forward to seeing you!

On behalf of the Department,

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