

# Music Department

## Week 1: First Week of Class!

Dear Music Students,

Welcome to the new academic year! It was a pleasure meeting many of our department's students last Wednesday and we are thrilled to meet the new students joining our vibrant music community. We hope that Welcome Week has helped you feel more prepared for this upcoming year and informed about our department's leadership, staff, and policies. Please feel free to reference the attached slides:

[https://zotmail.uci.edu/RTE\\_uploads/16/PPTWWMusic.pdf](https://zotmail.uci.edu/RTE_uploads/16/PPTWWMusic.pdf)

## Policies and Reminders

### AITR Practice Room Sign-up Sheets

These sheets are available on the 3<sup>rd</sup> floor of the Music and Media building. Please note that they will be taken down on Wednesday, October 8th at 5PM.

### F25' Principal Musician Contract Deadlines

Please complete the [\*\*Principal Musician contract\*\*](#) and submit it by Friday, October 17<sup>th</sup> at 11:59PM (**end of Week 3**) if you will be working with a collaborative pianist during the spring quarter for your annual recitals or juries. Once your contract has been submitted, your professor has signed it and your music has been received, then the assigned pianist (principal musician) will sign the contract. If you don't know who your pianist will be, please put Junko Nojima's ([inojima@uci.edu](mailto:inojima@uci.edu)) as your collaborator.

**This is the only way to gain access to work with one of the department's Principal Musicians.**

### Large Classroom Reservations

We will be launching our online portal for large classroom room reservations which will replace our current email intake process in the next few weeks. However, in the meantime,

please proceed to email our front office team at [music@uci.edu](mailto:music@uci.edu) with your large room reservation requests. Please follow the room reservation policy as stated on our website here. Thank you!

## Financial Aid and Scholarships for Fall 2025

For those who are receiving financial aid and/or scholarships, you ought to have received the disbursement to your Zot account back in in earlier this month. If you are or plan to enroll in instrumental or voice lessons, please be sure to set aside \$500 to pay for Course Material Fees (AKA "Lab Fees"). This will reflect on your Zotbill no later than the 3rd week of each quarter. It is necessary to set the funds aside because Financial Aid and Lab Fees are separate systems (they are not connected). In other words, you will receive financial aid first and then be assessed the lab fee no later than 3 weeks into the new quarter. What has happened to students in the past who were unaware of this is that they inadvertently used the lab fee funds they were given to pay for something else and then needed to borrow more money to pay the lab fee once it appeared in their Zotbill.

## Requesting a Student Recital Date

[Please use this form link to request a recital date by Friday, November 7<sup>th</sup> \(end of Week 6\).](#) Detailed information on recital planning with our production office was provided during the Welcome Week meeting. The PowerPoint presentation from the meeting is attached to this email. Please review and forward any inquiries to Alex Golden at [goldena1@uci.edu](mailto:goldena1@uci.edu).

[https://zotmail.uci.edu/RTE\\_uploads/16/25-26MusicProductionSession.pdf](https://zotmail.uci.edu/RTE_uploads/16/25-26MusicProductionSession.pdf)

## Upcoming Department Events

### Wed, Oct. 1 - Joint Faculty Recital

Join us this [Wednesday at 12PM in Winifred Smith Hall](#) for a special concert featuring the incredible talents of our UCI Music faculty. From timeless classics to fresh contemporary works, this program celebrates the artistry and expertise of our professors and sets an inspiring tone for the year ahead. Open to all students and the campus community—don't miss it!

## Mon, Oct. 6 – MUSA Kick-off

Our Music Undergraduate Student Association will be kicking off the new academic year with their first meeting next Monday, October 8<sup>th</sup> at 11:30AM with a location to be announced. [\*\*Please fill out this form\*\*](#) if you are interested in learning more about MUSA and in attending next week's meeting!