

Dear UCI Musicians,

WEEK TWO NEWS



1. The **Add/Drop deadline** is Friday, October 7th.
2. Please review the [UCI Handbook for Music Majors \(2022-23\)](#) which contains a wealth of useful information and advice concerning registration, scholarships and financial aid, information about the BA and BMus, music core and elective options, basic needs security, and faculty and staff.
3. Some students have not yet picked up their practice room/instrument storage keys from the Dean's Office. If you received an email from CTSA facilities indicating your keys are ready, please pick them up from the Dean's Office at the day/time specified in that email.
4. **Lockers** are available! Your locker size is determined by your instrument. The sizes are:
 - a. **Small (50 lockers total)** – 8 inches wide X 16 inches tall (fits binders, books, flute, oboe)
 - b. **Medium (6 lockers total)** – 16 inches wide X 11 inches tall (fits binders, flute, oboe, clarinet, small trumpet)
 - c. **Medium Large (20 lockers total)** – 8 inches wide X 40 inches tall (fits violin, viola, bassoon, trumpet, alto or tenor saxophone)
 - d. **Large Top (6 lockers total)** – 20 inches wide X 32 inches tall (fits cymbals, small drums, possibly trombone)
 - e. **Large Bottom (6 lockers total)** – 20 inches wide X 40 inches tall (fits cymbals, small drums, possibly trombone)

Please contact the Music Office to complete a locker agreement and be assigned a locker. Music majors may keep their locker for the duration of their program (until you graduate). If you are assigned a locker and no longer need it, please let us know. Email music@uci.edu with any locker questions. Students are responsible for getting your own lock.

5. New **course enrollment forms** for Music 191 (Tutorial in Music) and Music 199 (Independent Study) are available [here](#).

6. Please remember to **check your UCI email regularly**. We know you get a lot of spam. Messages from Student Affairs and the Music Department are important, and may contain requirements, deadlines, and other important information that **you** are responsible for.

Music Office Hours

Monday – Friday, 9am – 12pm and 1pm – 4pm

Closed Monday – Friday 12-1pm, Weekends, and Holidays

Key Pickup Hours for room reservations are Monday – Friday, 9am – 12pm

Music department staff are working hybrid remote/on-site schedules. If you need help, email us or come to the Music Office or one of the staff offices (3rd floor of the Music & Media Bldg.).

- Xochitl Ramirez is our Department Assistant and works with students on keys, lockers, and enrollment authorizations. Xochitl can be reached at music@uci.edu.
- Margaret Erel is the Department Analyst and is available to answer any questions. Margaret can be reached at merel@uci.edu.
- Peter Chang is the Department Manager and is available to answer any questions. Peter can be reached at pechang@uci.edu.

Please let us know if you have any questions, we're here to support you!

Margaret Erel (she/her)

Department Analyst

(949) 824-7418

merel@uci.edu



305 Music & Media Building

Irvine, CA 92697-2775

www.music.arts.uci.edu

#UCIArtsAnywhere