



## Peabody Conservatory of Music

Student Affairs Office  
1 E. Mount Vernon Place  
Baltimore MD 21202-2397  
410-659-8100 ext. 3070 / Fax 410-783-6604

June 26, 2009

Dear New Peabody Conservatory Student:

I am delighted to welcome you as you begin to prepare for your studies at the Peabody Conservatory of the Johns Hopkins University. This email contains important information that requires you to send a variety of forms back to the appropriate offices before you arrive at Peabody, as well as details you will find helpful to know upon your arrival. We are also including a preliminary Orientation schedule for placement exams, advising, ensembles auditions, informational meetings, registration, and social events.

The items of business that require your immediate attention are listed below. Please read the following paragraphs carefully. Your smooth registration and enrollment depend upon your dealing with these matters prior to your arrival at Peabody.

1. **PRE-ENTRANCE HEALTH FORM** (included in your Admissions Packet): The Johns Hopkins Community Physicians (JHCP) at Wyman Park provides primary health care services to Peabody students. In order to register for school, all new full-time students must complete a Pre-Entrance Health Form which can be found at <http://www.peabody.jhu.edu/118>. You and your physician must fill out the health form as directed, which includes, but is not limited to, the dates of immunization and/or titers and results. The form is due to JHCP by July 1. If you have not completed this form by now, it is important for you to attend to it as soon as possible so you can avoid a hold on your registration. If the form was completed improperly or if your immunizations are out of date, you will not be permitted to move into the Residence Hall (if applicable) or register for classes. We encourage you to make and keep a copy of this form for your records.

2. **HEALTH INSURANCE COVERAGE**: The Johns Hopkins University requires all full-time students to carry comprehensive health insurance and offers a student health plan administered by Aetna Student Health as the standard for adequate health insurance coverage. For details, go to [www.aetnastudenthealth.com](http://www.aetnastudenthealth.com). Consideration of the university's health plan needs your undivided attention, so we are sending you detailed information about it under separate cover. Before purchasing any insurance other than that offered by the school, we recommend you contact our Business Office via telephone at 410-659-8100 ext. 3020 or by e-mail at [business@peabody.jhu.edu](mailto:business@peabody.jhu.edu) for important information about what constitutes acceptable alternative insurance. Note that charges for the school's insurance will appear on your bill, although you may still opt to waive the school's program upon proof of comparable, alternative insurance. Full-time students will not be permitted to register until they can demonstrate adequate health insurance coverage.

3. ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES: The Student Affairs Office ensures that students with physical, medical, learning, and/or psychological disabilities have equal access to conservatory programs and services. This office provides and coordinates a range of services and accommodations that meet the individual needs of a student based on the impact of the specific disability. If you are a student with a documented disability, you are eligible for services through our office. You should register with our office by submitting the appropriate forms, as early as possible, in advance of when accommodations will be needed. The forms may be downloaded from the Student Affairs website at <http://www.peabody.jhu.edu/disability> .

4. TUITION AND FEE PAYMENTS: In mid-July, the Business Office will send you a tuition and fee invoice for the fall semester. Scholarship awards will be recorded on this bill, which is payable and due no later than August 11, 2009. There will be a late fee charged if you pay your bill after August 11. We encourage you to pay by mail or electronically in order to facilitate the registration process and to avoid the late payment fee.

5. EMERGENCY CONTACT INFORMATION: All students are required to provide emergency contact information, including the email address of your emergency contact, prior to registration.

6. CIVILITY AND RESPONSIBILITY: The Peabody Conservatory expects its students to adhere to all policies and regulations contained in the *Academic Catalog*, *Student Handbook*, and *Residence Hall Handbook*, among other publications. Please become familiar with the Academic Code of Conduct which governs academic integrity matters and the Student Conduct Code which applies to all non-academic misconduct matters. These policies are contained in the *Student Handbook* which you will receive when you arrive on campus. Ignorance of these rules will not be an acceptable defense.

7. ARRIVAL AT PEABODY: Please plan to arrive at Peabody between 9:00 a.m. and 12 noon, or 1:00 p.m. and 4:00 p.m. on Tuesday, August 25. Orientation guides will welcome you at the St. Paul Street parking garage and the campus entrance at 17 East Mt. Vernon Place (see Peabody map on-line). The check-in site is located on the plaza level of Leakin Hall. The guides will help you move your possessions into your residence hall room if you are living on campus. Once unloaded, you may park your car in the Peabody Garage on a space available basis (enter from St. Paul Street). We ask commuter students to check in with us on August 25 as well to receive some important materials, including a comprehensive orientation schedule.

8. HOTEL ACCOMMODATIONS: For the convenience of your parents or friends who will be accompanying you to Peabody, a listing of hotels in close proximity to Peabody, including the Peabody Inn, can be found at <http://www.peabody.jhu.edu/newstudentinfo/hotels>.

9. ORIENTATION AND ADVISING: Orientation continues for the entire week so that we can test you in theory, ear training, keyboard studies, and languages. These tests enable our advisors to place you in classes that match your preparation in these subjects. Ensemble auditions also occur during Orientation Week. The entire Orientation program will introduce you to the people and resources available to you throughout Peabody, the university, and the city, and will provide you with a solid foundation from which to begin your musical studies at Peabody. Please see the attached Orientation Schedule.

On Tuesday evening, August 25, after everyone has moved in, we will have an introductory meeting and hold a reception honoring newly entering students, their parents, and spouses. Students living in the residence hall will be required to attend a mandatory floor meeting hosted by the resident assistants following the reception.

Wednesday will offer morning meetings for parents, while you will be plunged into an intensive series of placement exams, advising, and registration procedures which will keep you very busy! Interspersed with these exams and registration, however, will be social functions designed to keep you relaxed and smiling.

10. BUDDY PROGRAM: Every incoming first year undergraduate student will be matched with a current Peabody student "Buddy". This student will be contacting you within the next few weeks via email and will help to answer any questions you may have before you arrive in August. You will have the opportunity to meet your buddy in person during Orientation.

11. PEABODY WINTER BREAK CLOSING: The Peabody Institute will be closed on Thursday, December 24, 2009 through Sunday, January 3, 2010. Card access to the Peabody campus will be turned off during this time. No students, faculty or staff will be admitted onto campus without special authorization. Students are advised to make alternative housing (on-campus housing students only) and practice arrangements during this time.

12. STUDENT EMPLOYMENT 2009-2010: All students will be paid semi-monthly (15<sup>th</sup> day of the month and last day of the month). Hours are submitted on a weekly basis, Monday through Sunday. Therefore, you might not receive your first paycheck until September 30 so please plan accordingly.

13. ADDITIONAL INFORMATION ON STUDENT AFFAIRS WEBSITE: The following website at [www.peabody.jhu.edu/newstudentinfo](http://www.peabody.jhu.edu/newstudentinfo) provides links to additional resources and important information. If you do not have access to the internet, please contact us so that a hard copy of these documents may be mailed to you.

- Academic Calendar for 2009-2010
- Activation of Johns Hopkins Enterprise Directory (JHED) Account for ISIS ("My Student Account") and JHU Email Access
- Banking
- Dining Services
- Directions and Maps
- Emergency Text Alert Notification Sign up
- Health and Counseling Services Information
- Religious Affiliation Form
- Student Employment Opportunities at Peabody

Please feel free to contact me or my helpful staff in the Office of Student Affairs by letter, phone 410-659-8100, ext. 3070, or email at [studentaffairs@peabody.jhu.edu](mailto:studentaffairs@peabody.jhu.edu) if you have any questions. I look forward to greeting you in person.

Sincerely,

*Katsura Kurita*

Katsura Kurita, JD/MS  
Associate Dean for Student Affairs

## 2009 Orientation Schedule Highlights (New Domestic)

(Schedule subject to change)

### **Tuesday, August 25**

Check-in/Move-in Day (all students)  
Welcome meeting and reception  
Residence Hall Floor Meetings

### **Wednesday, August 26**

Ensembles Auditions\*  
Academic Advising Sessions  
Placement Exams (ear-training, keyboard studies, theory)  
Library Orientations  
Ice-cream Sundae Social

### **Thursday, August 27**

Ensembles Auditions\*  
Placement Exams (foreign language, keyboard studies, ear-training, music history)  
Opera Program meetings  
Schedule consultations (DMA students)  
City Smarts Safety program  
Fiesta Night

### **Friday, August 28**

Ensembles Auditions\*  
Library Orientations  
Opera Program interviews  
Preventing Harassment & Discrimination Program  
(**mandatory for all new students**)  
Financial Aid Meeting (**mandatory** for financial aid recipients)  
Meeting for students living off-campus  
Schedule Consultations (Transfer students, Recording Arts Students, Music Education students, Homewood/ Peabody Double Degree students, MM & MRA Students)  
Jazz Coffee House

### **Saturday, August 29**

Ensembles Auditions\*  
Walking Tour of Baltimore  
Ice-Cream Social (Homewood Campus ministries)  
OASIS Party

### **Sunday, August 30**

Tours of the Johns Hopkins University Campus  
Peabody Picnic

### **Monday, August 31**

Ensembles Auditions\*  
Opera Interviews and Auditions  
Placement exams (Homewood students)  
Chamber Music Reading Party

### **Tuesday, September 1**

Registration  
Ensembles Auditions\*  
Special Topics Workshops  
Student Involvement Fair  
Meeting for graduate assistants  
Voice Department Orientation Meeting  
Opera Interviews and Auditions  
Alumni Association Pizza Party

### **Wednesday, September 2**

Classes and lessons begin  
Ensembles Auditions\*  
Auditions for Opera  
Opera Interviews and Auditions

### **Thursday, September 3**

CONVOCAATION  
Chamber Music - organizational meeting  
Cosmic Coffee House (Homewood Campus Ministries)

### **Friday, September 4**

Opera Callbacks  
Chamber Music Auditions (pianists)  
Graduate Student Reception

### **Sunday, September 6**

Bus Tour of Washington D.C.

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\* For detailed information about ensembles auditions go to the ensembles office webpage at [www.peabody.jhu.edu/ensembleoffice](http://www.peabody.jhu.edu/ensembleoffice) .

**Orientation 2009**  
(Schedule subject to change)

**Parents**

**Tuesday – August 25**

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|--------------------|--|
| 1:00 pm - 4:00 pm  | Hourly Tours of Campus                               |
| 2:00 pm - 3:30 pm  | Introduction to Health Services and Health Insurance |
| 7:00 pm - 10:00 pm | Welcome Address and Reception                        |

**Wednesday – August 26**

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|--------------------|--|
| 8:15 am – 9:00 am  | Parents' Continental Breakfast   |
| 9:00 am – 10:30 am | College Transition Issues: Supporting and Letting Go for Parents and Guardians |