

## Information for private lesson faculty:

Before commencing lessons review the following information:

- Review the CCOG (Course Content and Outcomes Guide) specific to your instrument here: <http://www.pcc.edu/ccog/default.cfm?fa=course&subject=MUP> . Music majors who plan to transfer must complete 6 terms of MUP lessons during their first two years of study. MUP 171-292 are designated as lower division transfer courses for music majors. MUP 100 is for non-majors.
- View the Instruction Record (below), complete during the term, sign and return via mail to: John Mery, Music Program Director, PCC Sylvania CT 118a, 12000 SW 49th, Portland OR, 97219 or via email: [jmery@pcc.edu](mailto:jmery@pcc.edu) or fax to 503-977-4874. Please return prior to the tenth week of each term or student will not receive a grade for the term.
- Review student MUP requirements and recital information on [www.pcc.edu/programs/music/](http://www.pcc.edu/programs/music/) Please be sure to advise students as to proper performance etiquette and attire for final recital. Students are responsible for submitting concert information to be included in recital program. **Complete information must include correct title of work, complete composer name and dates. Incomplete information will not be included.** It is also a good idea for instructors to give students background information on the piece, the composer and the style of the work they will be performing. Students should use Friday music area recitals to practice performing the work(s) that will be performed on the final recital.
- Review Instructor Evaluation Form, which will be completed by students to evaluate you as an instructor.
- Lesson fee payment and scheduling must be agreed upon between each instructor and student.
- MUP instructors are strongly encouraged to attend the final recitals and music juries.

