



Ensemble-in-Residence of the University of Cincinnati  
College-Conservatory of Music Preparatory and Community Engagement

## **Handbook 2019-2020**

Address: Cincinnati Youth Choir  
University of Cincinnati  
College-Conservatory of Music  
Preparatory and Community Engagement  
Cincinnati, OH 45221-0236

Office Phone: 513-556-0338  
CCM Prep Phone: 513-556-2595  
Website: [www.cincinnatichoir.org](http://www.cincinnatichoir.org)  
Email: [choir@cincinnatichoir.org](mailto:choir@cincinnatichoir.org)

- ★ Winner of the 2018 Chorus America Education and Community Engagement
- ★ Winner of the 2016 Chorus America ASCAP Award for Adventurous Programming
- ★ Winner of the 2015 American Prize in Choral Performance for Youth Choirs
- ★ Voted City Beat's #1 Local Vocal Arts Group 2015 & 2017
- ★ Gold Medal Choir, Youth Choirs of Equal Voices, World Choir Games 2012
- ★ Winner of the 2008 Scripps-Corbett Award, Artist Category

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<i>*Must be filled out and returned</i>	



# Cincinnati Youth Choir

## 2019-20 Schedule

(as of August 27, 2019)

### September

3 6:30-8pm Parent meetings Allegro, Vivace, Con Brio – CCM MEH3250  
5 Parent meetings & First rehearsal – Voci Sopra/Sonore 5:30-7pm and  
Bel Canto 7-8:30pm - CCM MEH3250  
10 First rehearsals – Con Brio 5:30-7pm, Vivace 6:15-7:05pm, Allegro 7:05-8:15 pm  
13 7-8pm Mason Christian Village Private Performance – Bel Canto  
14 10-11am Parent meeting & First Rehearsal - Piccolo Coro – Xavier University  
14 9-3pm Bel Canto, Con Brio, Voci Sopra Fall Retreat & PD workshop- Evangelical  
Community Church  
21 3-5pm Potluck at the Park Party & Used Uniform Sale – Drake Park Picnic Shelter  
22 Time TBD Voci Sopra Woman's Choral Exchange - Oak Hills High School  
28 Time TBD Bel Canto CCM Choral Showcase – Corbett Auditorium

### October

26 All Day Hossier Hills Festival – Con Brio - Garden City Church of Christ,  
3245 Jonesville Rd, Columbus, IN 47201

### November

10 3-4pm Westwood First Presbyterian Concert Series – Bel Canto, Con Brio, Voci Sopra  
28-30 No Rehearsals – Thanksgiving Holiday

### December

1 1-4pm Pre-Arranged Con Brio small group Phil DeGreg Trio – First Unitarian Church  
7 2pm Feast Of Carols – Corbett Auditorium – Bel Canto, Con Brio, Voci Sonore  
5 pm Feast Of Carols – Corbett Auditorium – Bel Canto, Con Brio, Allegro  
8 2pm Feast of Carols – Corbett Auditorium – Bel Canto, Vivace, Voci Sopra  
5pm Feast Of Carols – Corbett Auditorium – Bel Canto, Voci Sopra, Piccolo Coro  
14 2pm CYC *Songs of Light* concert – Corbett Auditorium – Allegro, Vivace, ChoralQuest  
Preludio, Parent Choir, Con Brio, Bel Canto, Voci Sonore & Sopra  
14 5pm CYC *Songs of Light* concert – Corbett Auditorium – Allegro, Con Brio, Bel  
Canto, Piccolo Coro, Choral Academy, ChoralQuest Uniti, Voice Belle Alumni  
Choir, Voci Sonore & Sopra

### January

14 Rehearsals start for Bel Canto, Allegro, Vivace, Con Brio  
16 Rehearsals start for Voci Sopra & Sonore  
18 Rehearsals start for Piccolo Coro

### February

23 2pm Harmony Fund Project Concert– Commission – Bel Canto – PCT/CCM

### March

1 3pm St. Paul United Methodist Church Concert Series – Bel Canto, Con Brio, Voci  
Sopra  
14 No Rehearsal Piccolo Coro – XU Spring Break  
15 2pm CYC *Around the World: Celebrating our Stories* concert – Corbett Auditorium  
All Resident Choirs

### April

9 No rehearsals – Maundy Thursday  
11 No Rehearsal Piccolo Coro – XU Easter Break  
18 9:30am-3pm CPS Honor Choir Rehearsal & Concert – Bel Canto – Location TBD  
19 Time TBD Monteverdi Vespers Performance – Bel Canto - Christ Church Cathedral

25 9:30am-4pm CPS Honor Choir Rehearsal & Concert – Bel Canto – Location TBD

*Schedule continued....*

**May**

3 2pm CYC A Musical Mosaic concert – Corbett Auditorium – Allegro, Piccolo Coro, ChoralQuest, Con Brio, Bel Canto, Voci Sonore & Sopra

3 5 pm CYC A Musical Mosaic concert – Corbett Auditorium – Allegro, Vivace, Con Brio, Bel Canto, Choral Academy, Alumni, Voci Sonore & Sopra

**June**

25-28 Bel Canto & Con Brio Queen City Festival - CCM Campus

**July**

27-Aug 1 Bel Canto Summer Festival - CCM Campus

Dates TBD Canada Tour

## **Tuition, Deposit, and Registration Information**

### **CYC Deposit and Tuition**

Tuition fees are based on one-year involvement in the Cincinnati Youth Choir.

**A non-refundable \$100 deposit is due within 15 days of the child's acceptance into the choir, along with the CYC Parent Agreement Form located on the last two pages of this document. This deposit is applied to your child's tuition bill.**

Please print and sign the CYC Parent Agreement form. This form can be either mailed in or emailed to Jim Waddle. ([jwaddle@cincinnatiyouthchoir.org](mailto:jwaddle@cincinnatiyouthchoir.org))

The \$100 deposit will be applied to your tuition. The balance of the tuition should be paid in full as outlined below by October 31, 2019. The total due below includes tuition and *all* fees – program advertising, parent association, etc. If you are unable to pay in full by 10/31, then please select a payment plan. Log onto:

<http://tinyurl.com/paymentplancyc> for payment plan options. **Tuition must be paid according to the payment plan selected. A \$50 penalty fee will accumulate monthly for tuition not paid by the plan's due date, beginning in November.**

Cash, check and credit card payments are accepted for tuition and fees. Please see below for payment amounts.

<b>Choir</b>	<b>Balance of tuition due by 10/31/19</b>
Bel Canto*	\$750
Voci Sopra	\$520
Voci Sonore	\$520
Bel & Voci Sopra/Sonore	\$850
Con Brio	\$1,000
Con Brio & Voci Sopra/Sonore	\$1,150
Allegro	\$535
Vivace	\$515
Piccolo Coro	\$490

\*Bel Canto's tuition does not include the cost of the Canada Tour estimated at approximately \$2,000. More information about this tour and costs will be provided once finalized. All members of Bel Canto are expected to make every effort to attend this tour. Queen City

Festival \$20 fee covers t-shirt & food.

If you want to know the details of tuition and fees please email Lauren Hess, [lhess@cincinnati choir.org](mailto:lhess@cincinnati choir.org).

**Tuition Assistance is available.**  
Please go to [www.cincinnati choir.org](http://www.cincinnati choir.org) for full details.

### **Additional Expenses**

Uniforms	Priced by uniform company
Embroidered polo shirts	Bel Canto, Voci Sopra, Con Brio Choirs \$20-\$25 each
Tie-dye t-shirts	Piccolo Coro, Vivace, Allegro Choirs \$20 each
Logo Sweatshirts	Priced as choir is able to purchase
Logo t-shirts	Priced as choir is able to purchase
Concert Tickets	Typically \$10 - \$15 for CYC-hosted concerts

### **Program Book**

CYC produces a program book each year. In order to produce the book, ad sales are a required part of the CYC program. The \$100 required advertising fee is included in the balance on the previous page. **Ads for your child are due to Rachel Breeden: [rbreeden@cincinnati choir.org](mailto:rbreeden@cincinnati choir.org) by October 31, 2019.** Some families choose to sell ads/gather sponsorships to support the program book. Program book advertising information is online and will also be emailed out to all families in September.

### **Payment Procedures**

- **CYC prefers that you pay your tuition and fees online.** Go to [www.cincinnati choir.org](http://www.cincinnati choir.org) and click “Make a Tuition Payment” at the top right side of the page. The form is interactive and you must start at the top and fill in each field. If you skip a field and try to come back to it, you will receive an error message.
- **Please list the following information with all payments** so that your account can be accurately identified:
  1. Reason for payment (i.e., tuition, t-shirts, etc.)
  2. CYC member's first and last name, and
  3. CYC member's assigned choir.
- If you are unable to pay online, we do accept checks. All checks should be made payable to the “Cincinnati Youth Choir”. Tuition checks may be dropped off in the CYC Office or mailed to:

Cincinnati Youth Choir  
College-Conservatory of Music  
Preparatory Department  
University of Cincinnati  
Cincinnati, Ohio 45221-0236
- All returned checks will result in a \$25.00 charge to the child's account.
- We can only take cash or check payments for logo wear or polo shirts at this time.
- Please give all paperwork/payments to the CYC office, or to Choir Managers.
- Each child's account balance must be kept current. Failure to do so will result in exclusion from a performance and may result in the child's dismissal from the

program.

- **Refunds will not be available after October 31.** A full year's tuition is due even if the child drops out of the program mid-season. Please understand that, as a nonprofit organization, CYC establishes its operating budget based upon tuition from committed participants.
- Any singer joining CYC on/after January 1 will pay pro-rated tuition at a rate of no less than 75%, and the program book advertising fee will be waived.

### **Tuition Assistance and Discounts**

**Tuition Assistance** is available on a limited basis, as the CYC budget allows.

**Applications may be obtained from the CYC website and must be completed and received by September 1.** In addition, please send a copy of Form 1040 or 1040A from your most recently filed tax returns to Lauren Hess ([lhess@cincinnati choir.org](mailto:lhess@cincinnati choir.org)). The Board of Directors will consider the application and letter, and the Executive Director will notify the family. All Tuition Assistance Requests and information remain confidential and are presented anonymously to the CYC Board of Directors. Only the Executive Director has access to these completed applications.

CYC does not offer **discounts**. However, families with three or more members will receive serious tuition assistance consideration for full or partial tuition if the application process is followed. **If assistance is granted, the child and parent will be required to assist with a CYC project.**

### **Uniforms**

It is as important to the team effort to appear professional and artistic as it is to sound professional and artistic. Upon arrival at a concert venue, all singers should be clean and well groomed with no obvious make-up, hair accessories, or hair colors. Hair clips that match the color of the hair are permitted and only natural hair colors are permitted for performances. Jewelry, earrings (except earring studs) and other accessories will not be permitted. If a tie or scarf is not returned, the family will be billed \$10.00. Perfume is not allowed because it can potentially cause allergic reactions in other singers. If a singer is not properly dressed, he/she may be excluded from the performance.

Please watch for information from CYC's parent organization, C3PO, about a used uniform sale this fall. Used uniform items will be available on a first-come basis. Items not available must be purchased directly from the suppliers. Gently used uniform items may be donated to C3PO and dropped off at the CYC Office during regular rehearsal times or at the Preparatory Department office during regular business hours. We accept these items year-round.

**Casual uniform** - All members of Piccolo Coro, Vivace & Allegro choirs are required to have a CYC tie-dye shirt. All members of Con Brio, Voci Sopra and Bel Canto are required to have red polo shirts. These shirts are in stock at all times through the CYC Office and will be available for sale before and after the parent meetings or by email request to Rachel Breedon: [Rbreeden@cincinnati choir.org](mailto:Rbreeden@cincinnati choir.org) and turning in payment to

the CYC Office. Unless otherwise specified, the CYC red polo shirt is to be worn with plain black pants, black socks and shoes for boys and black flats for girls.

**Formal Uniforms** - Please visit our website for the most up-to-date uniform requirements. [www.cincinnatichoir.org](http://www.cincinnatichoir.org)

*CYC tenure pins are given out annually at the last concert. Singers must wear these CYC pins whenever they are in formal uniform attire. These pins are considered part of the uniform and are to be worn on the shirt on the front left shoulder (never on the scarf or tie). See Jim Waddle if you were absent from the concert and did not receive your pin.*

### **Attendance Policies**

Cincinnati Youth Choir is an award winning, nationally and internationally respected choral organization. It provides a unique experience to all singers and requires a high level of commitment and responsibility. Each child is independently important to the success of the program. Just as with any other team effort, the success of the choir is reliant on the consistent attendance of all of its members.

Please consult school calendars, sports calendars, and family calendars early in the year to identify possible conflicts. We strongly encourage that each of our singers be members and leaders of their school choruses. The only exceptions are when the school music program requires that students choose between instrumental ensembles and chorus or when the child's advanced education schedules do not allow time for participation therefore leaving CYC as the only alternative for choral study.

CYC members are expected to treat school performances as a priority over a CYC performance unless otherwise negotiated between a CYC conductor and the school director. School performances are identified as performances for which a grade in school will be given (orchestra, band, choir concert); not an extracurricular activity (school plays, musicals etc.).

### **Mandatory Rehearsals and Performances**

All rehearsals and performances are mandatory unless otherwise indicated on the choir calendar. An absence for any reason from a final rehearsal ("dress rehearsal") may result in the singer being excluded from the following concert and is up to the discretion of the conductor.

### **Attendance Requirements and Notification Procedures**

- Excused Absence From Rehearsals and Performances:** A choir member may be considered excused for:
  - Illness
  - Death in the family
  - Conflict with a mandatory school performance/commitment
- In order to be excused, the Operations Manager must be notified, by a written note, email, or voicemail as soon as possible prior to the rehearsal. For rehearsals only, parents may leave a message with CYC staff at 556-0338 or



[jwaddle@cincinnati choir.org](mailto:jwaddle@cincinnati choir.org) and we will notify your Choir Manager and conductor. **Excuses should include the child's name, choir your child sings in, reason for dismissal or tardiness, and the parent's signature.** Notes without a stated reason will be considered unexcused. ON PERFORMANCE DAYS, please call Mr. Waddle's cell phone.

3. Absences that occur for any reason other than those stated as excused will be considered on an individual basis by the child's choir director. Homework is not considered a valid excuse of a performance. Singers should plan ahead. Any absences determined unexcused may result in dismissal from the program. Tuition will not be refunded.
4. Notification of planned absences must be sent in as early as possible and no less than 30 days prior so that the artistic staff can plan accordingly.
5. All **written** absence notification regarding performance conflicts will be reviewed by the staff on an individual basis and determined "excused" or "unexcused" based on the degree the absence would compromise the choir and its performance and/or the conflict expressed.
6. If written notification is NOT submitted prior to a performance, the absence will be considered unexcused, no matter the reason (excluding a sudden death or illness).
7. Habitual tardiness will be regarded as lack of commitment and may result in dismissal from the program, and will affect advancement in the program.

### **Resignation**

We expect each singer who has made a commitment to sing for the entire season to follow through with that commitment. However, if an unusual situation arises which would make it impossible for the singer to honor that commitment, a personal conference between the director and parents will be requested, as well as submitting a letter of resignation. If a student resigns, the parent is still responsible for all fees.

### **Weather Policy**

If the University closes, the information will be announced on all media outlets. In addition, we will issue a notice on the website, through e-mails, on the CYC, C3PO and Bel Canto Facebook pages and via text through Remind101. CYC also reserves the right to cancel rehearsals when the University remains open but staff members have concern about the safety of choir members and families en route. All CYC cancellations will be announced on all major television and radio stations.

### **CYC Member Code of Conduct and Dress Code**

1. **CYC maintains a respectful environment at all times and is a safe place for all singers, staff and parents. Immediate dismissal is possible if this policy is violated by a singer or parent.**
2. **Arrive no more than 10 minutes before** the scheduled rehearsal time and immediately check in with your Choir Manager. Late arrivals must always check in before taking their seat, and should have a note from their parent.
3. **Give any forms, payments, permission slips, etc. to the Choir Manager** at the check-in table/area. Please do not hand any payments to your conductor or the artistic staff.



4. Do not roam the building or campus at any time. Students should stay in the rehearsal area. We are guests of CCM and any other venue we rehearse/performance in. Please do not run, yell, or demonstrate any other disrespectful behavior.
5. A tightly sealed water bottle containing water is all that will be permitted in rehearsals.
6. Pay attention to the Director at all times and do not talk or in any way distract other singers.
7. All singers are assigned numbered folders and music. If folders and music are lost or irreparably damaged, there will be a \$25.00 replacement charge. Always bring your CYC bag, music, pencil, and any other hand-outs given by the director for the singer's use. All markings in music should be made lightly in pencil. Do not fold or roll music.
8. If a singer is unable to actively participate in the rehearsal, s/he should still bring all necessary materials and observe quietly. It will benefit the singer to quietly listen when experiencing a minor illness rather than stay home and miss rehearsal completely.
9. Shirts/tops must be long enough to tuck in to pants and must have enough neckline to cover all cleavage and must cover shoulders. Questionable clothing will be addressed with the choir director and student.
10. ALL cell phones must be turned off prior to entering the rehearsal space. There is to be no texting, photography or playing with phones during rehearsal. It is our belief that phones are not needed during rehearsal at all. If a singer is discovered using a phone in any way during rehearsal, s/he could be considered for removal from the choir program.

### **CYC Performance Guidelines**

1. Singers should arrive ten minutes before the scheduled call and check in with the Performance Manager.
2. If a singer is late for the scheduled call, the singer may be excluded from the concert.
3. All singers should arrive dressed for the performance as listed in the performance detail sheet provided on our website.
4. All singers must demonstrate that the music has been fully memorized and have an artistic understanding of the performance repertoire prior to the dress rehearsal. If the singer is unprepared they may be excluded from the concert.
5. If a singer feels ill during a performance, s/he should sit down where s/he is standing. If the singer is feeling better at the end of the song, s/he may stand up again. If not, please quietly leave the stage. There will be parent volunteers watching and ready to assist. For his/her own safety, once a singer leaves the stage, the singer may not return to the stage.
6. Please remember that the singers are representing the Cincinnati Youth Choir and act as ambassadors of the community. Best behavior is expected.

### **Parent Expectations**

1. The primary mode of communication is email and social media. Text messages through Remind101 are used for emergency situations. Please watch for information on how to sign up to receive these free texts. Parents are responsible for reading all emails from CYC staff.

2. Parents are responsible for delivering their child safely to rehearsal. Please do not leave your child unattended on campus. Additionally, parents are responsible for **promptly picking up their singers**. A CYC staff member will remain with singers until parents arrive. For their safety, be sure your child knows who is picking them up from rehearsal. Children are asked to let the office know if someone shows up that they were not expecting.
3. Parents and teachers are always welcome to observe rehearsals. Please remember that it is imperative that the choir's surroundings be quiet so that the singers can concentrate. If disturbances occur, the director reserves the right to close the rehearsal and subsequent rehearsals. Noise in the hallways by groups of adults or young children can be very disruptive to others in the building.
4. **Final dress rehearsal and pre-performance rehearsals will always be closed to the audience, including families**. Only the assigned chaperones will be allowed into the dress rehearsal area prior to a performance. Performance halls will remain closed to all audience members, including parents, until 30 minutes prior to a scheduled concert.

### **Choir Parent Code of Conduct**

The CYC Board and staff have implemented the following Choir Parent Code of Conduct. **Parents should read, understand and sign the Agreement Form on the last two pages of this packet, prior to their child's participation.** Any parent who breaks this Code of Conduct at any concert or rehearsal will be asked to leave the facility. Repeat violations may cause an extended period of suspension.

The essential elements of character building and ethics in choral art are embodied in the concept of acceptable conduct and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. Member singers will reach their highest potential when participation reflects these six "pillars of character".

1. I will support my child's choice to participate in choir.
2. I will remember that children participate to have fun, learn through positive experiences, and through this, high artistry can be achieved.
3. I (and my guests) will be a positive role model for my child. I will be encouraging by showing respect, courtesy and positive support for all singers, directors, staff, volunteers and audience members.
4. I (and my guests) will not engage in any kind of negative conduct with any director, singer, staff, volunteer, or parent.
5. My expectation is that my child will treat other singers, directors, staff and volunteers with respect regardless of race, creed, color, sex or ability.
6. I will teach my child that doing one's best is most important so that my child will never feel undervalued.
7. I will emphasize and support the benefit of musicianship skill development and the learning and team building that goes on in rehearsals.
8. I will respect the directors and their authority during rehearsals and concerts. I will never question, discuss, or confront directors in front of other singers and families, and will schedule a time to speak with directors privately.
9. I will address concerns with the director of the choir directly before bringing concerns to others. If I do not receive a response, I will address my concerns with

the Artistic Director. If I do not receive a response, I will address my concerns to the Parent Liaison serving on the CYC Board of Directors.

10. I understand that my responsibilities include setting an example for children and that any breach of those responsibilities will result in my inability to attend rehearsals or performances if deemed necessary by the administrative or artistic staff or Board of Directors.

### **Fundraising**

Occasionally, you will have the option to participate in fundraising efforts through 3CPO. Some events will assist with travel expenses, the Parent Association as they organize social events for the singers and families. Your volunteer hours are essential in organizing and executing the drives. We thank you in advance for your support.

Anyone interested in chairing a fundraising project should prepare a thorough description of the project and give it to the 3CPO Chairs.

Responsibilities of a Project Chair:

- Order, distribute, and store items sold.
- Keep accurate record of products sold and profits earned.
- Supply information and handouts.

### **Tour Policy**

Tours are very important to CYC. Tours help your child mature and establish lasting friendships in a way that no other choir function can provide. Tours also assist the program with international recognition and networking. Singers who miss tours may jeopardize their chance for continued participation in the touring choir or for advancing to the next level. Any singer going on tour must hold all regular rehearsal dates open after the regular season ends and through the tour. These rehearsals and possible performances before the tour are mandatory. Missing them for any reason may jeopardize the singer's ability to fully participate in the tour including performing while on tour.

### **Public Relations**

The CYC Board of Directors and staff work to promote the Cincinnati Youth Choir to build awareness of and participation in the chorus. All public contact is coordinated by the CYC or CCM staff.

### **Parking**

Parking is available on and near the University of Cincinnati campus. **Value Passes are no longer being offered by UC Parking Services.** However they are offering a new Parking Pass available to CYC students and families only for the CCM Parking Garage. **These passes are available for up to 3 hours each use (unlimited uses through 12/19) for \$50, and up to 5 hours each use (unlimited uses through 12/19) for \$98.** These passes are **only available through the CCM Prep Office** during their regular office hours. Please call the Prep Department if you have any questions (513) 556-2595. CYC is unable to help with any parking issues. Discrepancies with passes can only be worked out through UC Parking Services and are out of the control of CYC.

On street parking is also available. Please do not leave your car unattended in the CCM circle. You will be ticketed in that area and may block emergency vehicles.

There will be several nights throughout the year that will conflict with CCM performances or UC sporting events. Parking may be more difficult at these times. Should you arrive during one of these events and find Corry Street blocked by UC Police or Parking Services, simply show the attendant your Value Pass and you will be allowed through to the CCM area. If you do not have a Value Pass, you will need to speak with the attendant to let them know why you need to enter the CCM area.

### **Privacy & Disclosure Statement**

All official CYC information will be distributed through the CYC Office, website, Social Media, and through the email service Constant Contact. Any other communication should not be considered accurate unless otherwise stated.

### **Personal Email, Postal Addresses, Telephone Numbers**

We won't trade, rent or sell any of these to third parties. The only time these items will be distributed is if a CYC family requests a carpool list of people in their area. If you do not wish to appear on these lists, please contact our Operations Manager immediately.

### **Emergency Medical Forms (EMF)**

Every CYC singer must have an up-to-date EMF on file in our office in case of an emergency. This information will remain confidential and only available to CYC staff and CYC chaperones in extenuating circumstances. These are updated each season.

### **Directions to CCM**



#### **I-71 from the north:**

Take William Howard Taft (exit 3); continue on Taft one mile to Jefferson Avenue. Turn right on Jefferson, then make an immediate left at the light onto Corry Boulevard. The CCM Village and parking garage are at the base of Corry Boulevard.

#### **I-71 from the south:**

Take the Reading Road (exit 2); continue north on Reading one mile; veer left at fork onto Burnet Ave. Turn left on William Howard Taft, then right onto Jefferson and make an immediate left at the light onto Corry Boulevard. The CCM

Village and parking garage are at the base of Corry Boulevard.

#### **I-75 from the north or south:**

Take Hopple Street (exit 3). At light, turn left. Cross Central Parkway; go up hill (Martin Luther King Drive) past the UC campus to Jefferson Avenue. Turn right on

Jefferson, then turn right on Corry Boulevard (2nd light). The CCM Village and parking garage are at the base of Corry Boulevard.

**Door-to-door online directions:**

For door-to-door directions, go to [Google Directions](#) and use "W Corry St and Jefferson Ave, Cincinnati, OH 45221" as your destination address. After following the directions provided, continue west on W Corry St. until it ends at the entrance to the CCM garage.



## Parent Agreement Form

Please fill out this form and return it, along with your **\$100 deposit** to the CYC Office. Please submit your deposit **within 15 days** of receiving the 2019-20 Tuition Information documents, to secure your child's place in the Cincinnati Youth Choir.

Child's First & Last Name: \_\_\_\_\_

Child's Choir: \_\_\_\_\_

Parent's First & Last Name: \_\_\_\_\_

Parent's email: \_\_\_\_\_

**I acknowledge that I have read and agree to the terms listed in the CYC's 2019-20 Tuition Information document and agree to pay the 2019-20 tuition / fees as outlined in this document. I understand the \$100 deposit is non-refundable.**

**I also acknowledge that my singer(s) and I have read the Handbook, which includes the Singers' Code of Conduct, and the Parent Code of Conduct. By signing below, I agree that both my singer(s) and I will abide by the regulations laid out in each document. We understand that our participation in CYC is contingent upon acknowledging and following these rules.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Singer(s) Signature

\_\_\_\_\_  
Date

## **Payment Options on the next page**

**Payment Option** - Please check the box below next to your payment option.

- Please charge the \$100 deposit.
- Payment in Full – Full payment will be made no later than October 31, 2019.
- Payment Plan A – Payments spread out over two installments  
(Due September 29 & October 31, 2019)
- Payment Plan B – Payments spread out over four installments  
(Due September 29, October 31, November 30 & December 31, 2019)
- Payment Plan C – **Con Brio Members ONLY.** Tuition & fee payments spread out over four installments (Due September 29, October 31, November 30 & December 31, 2019) and Queen City Festival payments spread out over three installments (Due January 31, February 28 & March 30, 2020).

**Payment Method** – Please check the box below next to your payment method.

- I will pay by cash, check or on-line on or before the dates listed above.  
(\$25 penalty per month for late payments)
- Please charge my credit card on the due dates listed on the payment charts.
- Visa       MasterCard       American Express       Discover

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Name on Card (please print): \_\_\_\_\_

Signature: \_\_\_\_\_

This form should be returned by email to Jim Waddle ([jwaddle@cincinnati choir.org](mailto:jwaddle@cincinnati choir.org)), with deposit paid online [HERE](#). Or the form can be mailed with a check made out to Cincinnati Youth Choir to:

Cincinnati Youth Choir  
University of Cincinnati College-Conservatory of Music  
Preparatory Dept.  
Cincinnati, OH 45221-0236