

GSU SCHOOL OF MUSIC

PRACTICE ROOM POLICY

No drinks or food are allowed in practice rooms. Please use the student lounge area.

Do not block the window or you will be asked by campus police to leave the room.

Please treat the instruments as if they were your own. Keep your belongings off the instrument and avoid any activity that might potentially damage either the outside case or its inner workings. Do not open the cover or remove any parts of the instruments. Any problems with an instrument should be reported in writing to the head piano technician. Be sure to include the location and a description of the problem.

Practice room reservations can be made during the first week of the semester in the music office. All applied students should reserve the appropriate amount of time for using a practice room each day. Practice room schedules will be posted at the beginning of the second week of the semester.

Students may assume occupancy of their reserved practice room anytime during the hour(s) of reservation. If someone else is present, please politely ask them to leave.

Practice rooms left vacant for more than 10 minutes can be occupied on a first-come, first-served basis. After 10 minutes, only students with a reserved practice time have the right to ask another student to leave. **Leaving music, books, or other articles in the practice room does not constitute occupancy.**

PLEASE DO NOT LEAVE MUSIC, INSTRUMENT(S), BOOKS, PURSES, TAPE RECORDERS, ETC. IN A PRACTICE ROOM UNATTENDED. The GSU School of Music does not assume responsibility for lost or stolen property. Articles left unattended in a practice room may be removed by campus police and taken to the Lost and Found.

Practice rooms are solely for the use of currently registered GSU students. When you leave, please turn off the light and lock the door behind you. If you have knowledge of unauthorized use of the practice rooms, please report it to either the campus police or the music office.

FAILURE TO COMPLY WITH THE ABOVE POLICY MAY RESULT IN LOSS OF PRACTICE ROOM PRIVILEGES.