REGISTRATION AND ORIENTATION

Saturday, July 11: Registration and Welcome Events

REGISTRATION:
See your registration pass for instructions as to where to go and what to do.

Step 1: Check in to Housing (if you are staying in Berklee Housing).
Dorms open at 8:30 a.m.

Step 2: Program Check-in: See your Registration Pass for where to go.

Step 3: Meet the Directors Orientation Meeting: See details below.

If you don’t have your registration pass, go to the Bursar’s Office after checking into housing.

WELCOME EVENTS:

Five-Week Parent Reception
Saturday, July 11
11:00 a.m.–2:00 p.m.
Berklee Cafeteria, 160 Massachusetts Avenue

Meet the Directors
For students and families with last names beginning with A–K:
Saturday, July 11
2:00 p.m.–3:30 p.m.
Berklee Performance Center, 136 Massachusetts Avenue

For students and families with last names beginning with L–Z:
Saturday, July 11
4:00 p.m.–5:30 p.m.
Berklee Performance Center, 136 Massachusetts Avenue

Five-Week Kick-off Carnival
Saturday, July 11
6:00 p.m.–8:00 p.m.
921 Boylston Street, third floor, Student Activities Center

Career Development Center Open House
Saturday, July 11
1:00 p.m.–4:00 p.m.
Uchida Building, 921 Boylston Street, room 100 (first floor)
Learn how a Berklee education translates into a viable career path by visiting the Career Development Center. Staff will be available to answer your most pressing questions and share career-building materials.

Opening Night Jams
Saturday, July 11
7:00 p.m.–9:00 p.m.

Funk/fusion with Bob Schlink
Colvin Recital Hall, 1140 Boylston Street
Performing songwriters with Bob Stanton
Berk Recital Hall, 1140 Boylston Street

Pop/rock with Craig Macrae
Cafe 939, 939 Boylston Street
Jazz with Bain Smith
David Friend Recital Hall, 921 Boylston Street

Sunday July 12: Auditions and Assessment, By-Audition Ensembles

AUDITIONS AND ASSESSMENTS—MANDATORY FOR ALL STUDENTS
Sunday, July 12
10:00 a.m.–2:00 p.m.
See your registration pass sent via email for times and details.

Audition Locations
• Voice 3U (1140)
• String 5E1 (1140)
• Brass 3H (1140)
• Woodwind 2K (1140)
• Guitar 411 (921)
• Piano 4J (1140)
• Bass 1H (1140)
• Percussion 18 (921)

Assessment Location
Berklee Performance Center, 136 Massachusetts Avenue

Opportunities to Audition for Special Ensembles

Musical Theater Ensemble Auditions
136 Massachusetts Avenue, room B16
Piano, guitar: 2:00 p.m.–3:00 p.m.
Bass, drums: 3:00 p.m.–4:00 p.m.
150 Massachusetts Avenue, room B61
(different room for winds and strings)
Winds, strings: 3:30 p.m.–5:00 p.m.

Balkan/Middle Eastern Ensemble Auditions
130 Massachusetts Avenue, room A06
Piano, guitar, mandolin, zither, oud, sitar, harp, etc.: 2:00 p.m.–3:00 p.m.
Bass, drums, percussion: 3:00 p.m.–4:00 p.m.
Winds, strings, vocals: 4:00 p.m.–5:00 p.m.

Bluegrass Ensemble Auditions
130 Massachusetts Avenue, room A15
Guitar, mandolin, banjo: 2:00 p.m.–3:00 p.m.
Bass: 3:00 p.m.–4:00 p.m.
Strings, vocals: 4:00 p.m.–5:00 p.m.

Campus Tours
Experience Berklee through the eyes of a student. Tour the campus to see the classrooms and facilities where you will be learning, and hear more about Berklee’s diverse offering of programs and majors.

Tours last approximately 45 minutes and will leave from the Berklee Performance Center lobby at 10:00 a.m. and 1:00 p.m.; from the David Friend Recital Hall in 921 Boylston Street at 12:30 p.m. and 2:00 p.m.; and from the Parent Reception at 12:00 p.m.
Salsa Ensemble Auditions
150 Massachusetts Avenue, room 808
Piano, guitar: 2:00 p.m.–3:00 p.m.
Bass, drums, percussion: 3:00 p.m.–4:00 p.m.
Winds, strings, vocals: 4:00 p.m.–5:00 p.m.

Meet Your Faculty and Make It Happen! Project
Sunday, July 12
3:30 p.m.–5:30 p.m.
Get a snapshot of your faculty, their careers, their experiences, and their thoughts about the Five-Week program. The faculty will then lead you in the Make It Happen! project. This project will involve creativity, commitment, and rewards, so make it count.

Locations for on-campus students:
• Students in 150 Massachusetts Avenue residence hall enter through 142 Massachusetts Avenue
• Students in 270 Commonwealth Avenue, floor 1–4, meet in David Friend Recital Hall
• Students in 270 Commonwealth Avenue, floor 5–6, meet in the Loft (room 221) accessed through 921 Boylston Street, third floor
• Students in 160 Massachusetts Avenue residence hall:
  • Floors 5/6 meet in the common room on 5
  • Floors 7/8 meet in the common room on 7
  • Floors 9/10 meet in the common room on 9
  • Floors 11/12 meet in the common room on 11
  • Floors 13/14 meet in the common room on 13
  • Floors 15/16 meet in the common room on 15

Locations for commuter students or other dorms
• Last name beginning with A-J: Meet in 1140 Boylston, room 1A or 1W
• Last name beginning with K-Z: Enter through 142 Massachusetts Avenue

Age 21-Plus Five-Week Student Gathering
Sunday, July 12
3:30 p.m.–5:30 p.m.
SAC Lounge, 921 Boylston Street, third floor
21 years and older Five-Week students: attend this gathering to mix and mingle with your peers. You must present Berklee Five-Week ID and valid legal proof of age (license, passport, etc.). Hosted by the Student Activities Center and the Office for Diversity and Inclusion.

Five-Week Welcoming Concert
Sunday, July 12
7:00 p.m.–8:30 p.m.
Berklee Performance Center, 136 Massachusetts Avenue
This concert will feature the Berklee Motown Ensemble, directed by faculty member Larry Watson.

Housing Meeting
Sunday, July 12, 9:00 p.m.–10:00 p.m.
Berklee Performance Center, 136 Massachusetts Avenue
This is a mandatory meeting for all students who will be living in Berklee’s residence halls. If you have any questions or need further information, please email the Housing Office at housing@berklee.edu or call the office at 617 747-2292.

Monday, July 13 Orientation
ACADEMIC ORIENTATION

Theory in Performance and Musicianship Orientations

Monday, July 13
9:00 a.m.
Berklee Performance Center, 136 Massachusetts Avenue

Instrumental Department Orientations
Monday, July 13
• Voice: 12:15 p.m., Berklee Performance Center, 136 Massachusetts Avenue
• String: 11:30 a.m., 1140 Boylston Street, room SE1
• Brass: 11:30 a.m., 1140 Boylston Street, room 3B
• Woodwind: 11:30 a.m., 1140 Boylston Street, Colvin Recital Hall (1W)
• Guitar: 11:15 a.m., Berklee Performance Center, 136 Massachusetts Avenue
• Piano: 11:30 a.m., David Friend Recital Hall, 921 Boylston Street
• Bass: 11:30 a.m., Cafe 939, 939 Boylston Street
• Percussion: 1140 Boylston Street, Berk Hall (1A)
  • Students with last names beginning with A-L: 11:30 a.m.
  • Students with last names beginning with M-Z: 1:00 p.m.

Performance Perspectives Class
Five-Week Madness, featuring the artistry of the Five-Week faculty
Monday, July 13, 3:00 p.m.
Berklee Performance Center, 136 Massachusetts Avenue

Five-Week Musical Theater Showcase Cast Auditions
Monday, July 13, 5:30 p.m. (Sign-ups at 5:30 p.m., auditions at 6:00 p.m.
All interested must arrive by 6:00 p.m.)
939 Boylston Street, The Loft (room 221) accessed through 921 Boylston Street, third floor

Music from ‘If/Then’
Open to all Five-Week students, regardless of principal instrument.
Prepare 24-32 measures of a belt tune to be sung A Cappella. (You may use music from the Broadway show d.)
There will be a short dance/movement audition. Prior dance experience is not required. Come comfortably dressed with appropriate footwear for basic choreography.
Cast of 10-18. Students chosen will perform at the:
Five-Week Vocal Night Concert
Monday, August 10, 8:00 p.m.
Berklee Performance Center, 136 Massachusetts Avenue

Class Schedule Pick-Up
Tuesday, July 14
8:00 a.m.
Berklee Performance Center, 136 Massachusetts Avenue

Scheduling problems
If there are any inaccuracies, or if you need to make any changes, go to the Five-Week Office, 150 Massachusetts Avenue, room 118.
SHOWCASE AND SCHOLARSHIP AUDITIONS

Five-Week Musical Theater Showcase Cast Auditions
MONDAY, JULY 13 AT 5:30 P.M.
The Loft (room 221) at 939 Boylston Street
(access through 921 Boylston Street, third floor)
Sign-ups at 5:30 p.m. and auditions at 6 p.m. All interested must arrive by 6:00 p.m. This audition is open to all Five-Week students, regardless of principal instrument. Prepare 24-32 measures of a song to be sung a cappella. (You may use music from the Broadway show *If/Then.*) There will be a short dance/movement audition. Prior dance experience is not required. Come comfortably dressed with appropriate footwear for basic choreography.

A cast of 10-18 students will be chosen to perform at the Five-Week Vocal Night Concert.

Five-Week Vocal Night Concert
Monday, August 10 at 8:00 p.m.
Berklee Performance Center
136 Massachusetts Avenue

Five-Week Singers’ Showcase Vocal Auditions
TUESDAY, JULY 14 BETWEEN 6:00 P.M. AND 10:00 P.M.
921 Boylston Street, Room 411
This audition is open to all Five-Week students, regardless of principal instrument. Please report to room 411 in 921 Boylston Street to sign in, and you will be assigned an audition room on the third floor. If you cannot register before 9:00 p.m., then report directly to room 322.

All auditions will be a cappella and will not last any longer than 90 seconds. We encourage you to pick a song that represents whatever style is your strongest. Callbacks will take place on July 15, from 6:00 p.m. to 8:00 p.m., and you will need to provide sheet music for one song for an accompanist. Students chosen will perform at the Five-Week Vocal Night Concert.

Five-Week Vocal Night Concert
Monday, August 10 at 8:00 p.m.
Berklee Performance Center
136 Massachusetts Avenue

Five-Week Instrumental Showcase Auditions
Audition for a spot in one of three Five-Week All-Star bands: Five-Week Jazz All-Stars, Five-Week Rock All-Stars, and the Five-Week Funk/Fusion All-Stars.

Students chosen will perform in the Five-Week Showcase concert on Thursday, August 13 at 8:15 p.m. in the Berklee Performance Center.

July 13–17: Audition sign-ups in instrumental departments
Saturday, July 18: Auditions between 10:00 a.m. and 2:00 p.m.
Saturday, July 25: Callbacks between 10:00 a.m. and 2:00 p.m.

Performing Songwriter Showcase Auditions
To audition for the Performing Songwriter Showcase, please see the schedule below:

Monday, July 13: Sign-ups at 1:00 p.m. A link to sign up will be provided.
Monday, July 20: Auditions between 6:00 p.m. and 10:00 p.m. Locations will be emailed to participants.
Tuesday, July 21 at 10:00 a.m.: Call-back students will be notified via email.
Tuesday, July 21: Call-back auditions between 6:00 p.m. and 10:00 p.m.
Wednesday, July 22 at 10:00 a.m.: Venue assignments sent via email.
Wednesday, July 22 at 6:00 p.m.–8:00 p.m.: Winners/mentors meeting. Location will be sent via email.

Jazz Vocal Ensemble Auditions
TUESDAY, JULY 14 BETWEEN 8:00 P.M. AND 10:00 P.M.
1140 Boylston Street, room 3F
The Five-Week Vocal Jazz Ensemble will perform music from vocal ensembles such as the New York Voices, Manhattan Transfer, The Real Group, Take 6, and others. The group consists of 8-12 singers, with each vocalist on microphone; the band is provided.

The class meets Mondays, Tuesdays, and Wednesdays from 8:00 p.m.–10:00 p.m.

Recording Sessions for Vocalists with Tracks
Sign-up for Bristol Studios Recording Sessions for Vocalists with Tracks
THURSDAY, JULY 16 FROM 1:00 P.M.-2:00 P.M.
Cafe 939
939 Boylston Street
To sign up, attend the Soundcheck Do’s and Don’ts and Basic Microphone Technique clinic presented by percussionist, vocalist, and recording artist Vinx. At the clinic, Vinx will discuss the recording sessions for vocalists at Bristol Studios.
Audition for a Berklee Scholarship

Five-Week students are offered an opportunity to participate in a live audition for scholarship consideration toward Berklee’s full-time degree/diploma undergraduate program or toward next year’s Five-Week program.

Audition Dates

Sunday, August 2 between 9:00 a.m. and 6:00 p.m.
Saturday, August 8 between 9:00 a.m. and 6:00 p.m.

Sign up for an audition:
berklee.edu/scholarships/fiveweekaudition

The deadline to sign up for auditions is midnight on Monday, July 27.

Audition opportunities are limited. Students will be invited to audition on a first-come, first-served basis. Audition invitations will be emailed to students by Thursday, July 30. Scholarship decisions are announced during the Five-Week Blowout Concert on Wednesday, August 12.

Audition Preparation

In order to get ready for the audition, we will offer a How to Prepare for the Berklee Audition workshop on Wednesday, July 22 from 1:30 p.m. to 3:00 p.m.

Sign up for the audition preparation workshop
berklee.edu/scholarships/fiveweekauditionworkshop

RESOURCES AND DIRECTORY

Stan Getz Library and Media Center

Want to locate lead sheets, scores, method books, CDs, DVDs, and more using Berklee’s online library catalog? Here’s how to get started with Berklee’s unique collection of scores, sound recordings, and visual media:

• Start here, at the Stan Getz Library website:
  library.berklee.edu
• Search for books, scores, and audio/visual media in the catalog:
  catalog.berklee.edu
• Don’t know where to begin? We offer some suggestions:
  library.berklee.edu/browse/subject-guide
• Have a question about the library or website? Try our FAQ page:
  library.berklee.edu/about-us/faq
• Need some help? We’d love to hear from you:
  library.berklee.edu/about-us/contact-us

The Learning Center

We are open during construction!

150 Massachusetts Ave., Second Floor
learningcenter.berklee.edu
617 747-2669

Music Technology Training

Learn how to record, produce, and notate music using the latest music apps and equipment. The Berklee Learning Center offers events, workshops, classes, and individual training to teach you how to make music using your computer.

A full training and events schedule is available online at learningcenter.berklee.edu.

Musicianship Tutoring

Students enrolled in Five-Week Summer Performance Program musicianship courses are eligible to receive free tutoring from experienced undergraduate students. Whether you want to brush up on your sight-singing, work out some chord progressions, or practice dictation, musicianship tutors are available to help.

Drop-in hours are available Monday through Friday, 10:00 a.m. to 12:00 p.m. and 2:00 p.m. to 4:00 p.m.

Students may sign up for musicianship tutoring on the Learning Center website.

SUMMER EVENTS AT THE LEARNING CENTER

All events take place at the 150 Massachusetts Avenue, Media Center

Produce a Song in a Day
Thursday, July 16; 6:00 p.m.-8:00 p.m.

Interested in music production? In this event, Learning Center staff will produce a song using GarageBand, touching on virtual instruments, audio recording, and effects. We will also check out the mixing features in the popular production app Logic. Learn everything you need to know to start and finish your own track.

Summer Listening Party
Thursday, July 23; 6:00 p.m.-8:00 p.m.

Join us as we share and listen to some of our favorite summer songs. Inspired by NPR’s “listening party” format, a panel of Berklee staff and students will offer up a selection of music for the audience to evaluate and discuss what they love, like, or hate about the tracks. The theme for the evening is summer and all song selections will in some way relate to that season.

Tools and Techniques of the Modern DJ
Thursday, July 30; 6:00 p.m.-8:00 p.m.

Is it true that with today’s technology anyone can be a DJ? With the rise of celebrity DJs, it seems that anyone willing to buy the gear can DJ. While technology simplifies much of the DJ’s job, with more options today than ever, are things actually becoming more complicated? Join us for a discussion about modern DJ tools and techniques including controllers, DJ software, file formats, and various DJ approaches for different venues and events.

For more information and learning opportunities visit, learningcenter.berklee.edu.
Student Activities
Student Activities Center
921 Boylston Street, (third floor)
617 747-2560
studentactivities@berklee.edu

Berklee's Student Activities Center is the hub of student engagement at Berklee, where you will find:

- Student discounts on regal movie tickets;
- Ping-pong and pool tables;
- A variety of board games;
- Projector screen television;
- Filtered water to fill up your refillable bottle;
- Vending machines; and much more.

Questions about Five-Week activities?
Contact studentactivities@berklee.edu.

Berklee Bookstore
Visit the Berklee Bookstore at 1090 Boylston Street

Workbooks for your Five-Week Summer Performance Program courses are available in the bookstore. The following two items are required of all Five-Week students:

- Five-Week Musicianship by Rick Peckham and Scott McCormick
- Summer Performance Program Music Theory by Bob Doezema

In addition, you may need some supplies, such as paper, pencils, pens, and three-ring binders, which are also available at the bookstore.

Total cost: approximately $60.

Regular Hours
Monday through Friday: 10:00 a.m.–7:00 p.m.
Saturday: 11:00 a.m.–5:00 p.m.
Sunday: Closed

The bookstore will be open Sunday, July 12, from 12:00 p.m.–5:00 p.m.
Additional bookstore information can be found at berklee.bncollege.com.

Counseling and Advising Center
The Counseling and Advising Center is located at 939 Boylston Street (second floor), but is accessible via 921 Boylston Street (third floor).

Students may receive free, confidential help with any problems they may be having while at the Five-Week Program, including personal, international, or special-needs concerns. Meetings are available by appointment or on a walk-in basis.

The Counseling and Advising Center’s hours are
Monday to Friday, 9:00 a.m.–12:00 p.m. and 1:00 p.m.–5:00 p.m.

For after-hours concerns or mental health emergencies, call the Office of Public Safety at 617 747-2333. You will be connected with the on-call counselor.

As mandated by law, students under must have parental consent to receive personal counseling. If an underage student seeks or needs personal counseling, parents will be contacted by a counselor to obtain a signed consent form. Contact us at 617 747-2310 with questions or to set up an appointment.

The Berklee Card
Your student photo ID card is your Berklee Card, Berklee's official identification card issued to all members of the college community.

Your Berklee Card provides you with access to facilities including residence halls (residence hall students only), the Berklee Dining Hall, the Stan Getz Library, the Learning Center, and practice rooms. The card stripe also allows access to your online flexible spending account for use in campus vending machines and at local merchants, including the campus Dining Hall and college bookstore. The replacement fee for lost cards is $20, in cash or card, payable at the One Card Office, which is located in the basement of 155 Massachusetts Avenue.

For more information, visit berklee.card.com.

LiveWell Programs
Wellness positively affects the quality and quantity of your life. Below are just a few ways to keep yourself fit and fantastic.

- Summer Five-Week program dance and movement classes;
- Discounted fitness and martial arts memberships;
- Meditation;
- Yoga; and
- Rhythm and movement classes.

For more information, go to LiveWell’s Facebook page, or visit the Student Activities Center at 921 Boylston Street, third floor.

Public Safety
We are dedicated to maintaining a safe, secure, and welcoming place to live and learn. A truly safe environment can only be achieved with your active participation in the process. Here are some tips:

- Use the buddy system and when possible, try not to walk alone at night.
- Walk in well-lit areas.
- Don’t leave property unattended.

Safety walking escorts are available for persons traveling between campus buildings and are within close proximity to campus. Walking and bicycle patrols of the campus are conducted regularly by Public Safety officers to help ensure a safe campus. Our officers are equipped with two-way radios. The campus has numerous blue light emergency phones that connect directly to Berklee Public Safety.

Berklee Public Safety Emergency Numbers
Emergency: 911
On-campus: ext. 2333
Off-campus: 617 747-2333

Boston Police direct emergency number: 617 343-4911. (Note: 911 calls go to state police and are then rerouted locally, so this is a good number to have in your cell phone, as the response may be faster.

For more information, visit berklee.edu/publicsafety.
Emergency Information

Reporting an Emergency

Police/Fire/Medical Services: 911 or 617 343-4911
Berklee Public Safety Emergency: 617 747-2333

When reporting an emergency, it is important to relay certain information to the official. Here are some general guidelines to follow:

- State the location of the emergency (i.e., Building, floor, and room number);
- Explain what is occurring or what happened;
- Provide a description of the persons that are/were involved (gender, age, race, height, weight, clothing); and
- Stay on the line until told otherwise by the official.

Berklee Emergency Notification System (BENS)

When a major emergency occurs, BENS will send messages to the community with the necessary details including suggestions on what you should do.

The following guidelines should be followed during emergency situations to help ensure your safety:

**Evacuate – when there is danger in or near the building:**
- Activate an alarm pull station (if you can do so safely);
- Immediately walk to the nearest marked exit;
- Do not use elevators;
- Keep moving and continue to exit the building, even if the alarm stops;
- Move away from the building and report to the nearest evacuation assembly point; and
- Do not re-enter until authorized by public safety or emergency personnel.

**Lockdown – when there is an active shooter or other violence:**
- Run or escape from the danger;
- If you can’t escape safely, hide under furniture, lock/barricade doors, turn off lights, and remain quiet; and
- As a last resort, fight to defend yourself.

**Shelter in place – when individuals are advised to seek shelter or remain in place:**
- Go or stay inside the room, area, or building;
- Do not use elevators;
- Shut, lock, and barricade all doors and windows;
- Cover openings in the line of sight;
- Remain calm, stay quiet, and turn off all lights and audio equipment; and
- Remain in place until advised by emergency personnel that it is safe.

Emergency Guide App

Berklee has an emergency guide app to help guide you through an event. Go to berklee.edu/public-safety for information on how to download it.

Five-Week Program Directory of Contacts

**Five-Week Program Office**
617 747-2504
150 Massachusetts Avenue, room 118

**City Music Program/Office of Education Outreach**
617 747-2447
899 Boylston Street, suite 300

**Student Activities Center**
617 747-2560
939 Boylston Street, room 201 (accessed from 921 Boylston Street, third floor)

**Housing Office**
617 747-2292
150 Massachusetts Avenue

**Berklee College Of Music/Switchboard**
617 266-1400

**Counseling and Advising Center**
617 747-2310
939 Boylston Street, room 242 (accessed from 921 Boylston Street, third floor)

**Admissions**
617 747-2221 or 800-421-0084
921 Boylston Street, suite 600

**Financial Aid**
617 747-2274 or 800-538-3844
921 Boylston Street, Suite 220

**Office of the Vice President for Student Affairs/Dean of Students**
617 747-2231
921 Boylston Street, Suite 500