ATLANTA CHAMBER MUSIC FESTIVAL

Student Handbook
2026

Table of Contents

General Information..... 3

Packing Checklist..... 4

Housing, Dining, & Residence Life..... 5

Code of Conduct & Discipline..... 7

Campus Map 8

Contact Information

The festival directors are available to answer any questions you might have during the festival. The quickest and most efficient way to reach them is by email: info@atlantachambermusicfestival.com.

Should you have an emergency, please send a text message to their cell phones (they may not be able to answer calls during rehearsals, so voicemails will have a longer response time).

Jonathan Wright, Co-Director: (770) 598-7610
Jessica Sherer, Co-Director: (404) 433-5433
Kaitlyn Calcagino, Director of Residence Life: (293) 265-5093

Emory Police: (404) 727-6111

General Information

FESTIVAL LOCATION:
Emory University

RESIDENCE HALLS
Eagle Hall
646 Means Dr, Atlanta, GA 30322

DINING HALL
Dobbs Common Table (in the Emory Student Center)
201 Dowman Drive, Atlanta, Georgia 30322

PARKING
Fishburne Parking Deck
Free on weekends and after 4:00 p.m. on weekdays
Street address is 1672 North Decatur Road, Atlanta, 30322, but you will need to enter from Fishburne Lane (see attached map).

An ACMF-specific annotated map is available on the last page of this handbook. Additional maps can be found at https://map.emory.edu/.

CHECK-IN:
Please report to the Eagle Hall between 3:00 and 4:30 on Sunday, June 9, to check in to the festival. When you arrive, you can park temporarily along Means Drive or Means Circle (in red on the map), or you can park in the guest parking across Eagle Row next to Dooley's den. Unload your luggage, enter Eagle Hall under the archway (you can see this archway from Means Drive), and follow the signs to check in. Here you will receive your schedule, dorm assignment, room keys, etc. After checking in, you may move your belongings into your dorm. We will gather for a welcome and orientation meeting at 5:00 in Emerson Concert Hall (Schwartz Center). You may move your car to Fishburne parking deck for this; be sure to use the visitor's entrance on Fishburne Lane (see attached map).

CHECK-OUT:
Students will check out of their dormitories immediately after the final concert in the early afternoon on Saturday.

Packing Checklist

- ☐ Printed copies of your chamber and orchestra music
- ☐ Instrument & instrument accessories
- ☐ Any music you might want to practice in your free time
- ☐ Pencil
- ☐ Extra-long twin sheets & comforter
- ☐ Pillow
- ☐ Blanket
- ☐ Bath towels
- ☐ Toiletries
- ☐ Casual clothes for 7 days, plus extras (light layers recommended)
- ☐ Rain jacket or poncho
- ☐ Snacks/drinks or snack money for recreation time (breakfast, lunch, and dinner are all provided)
- ☐ Concert clothes for Friday AND Saturday (bring two sets)
    - Black pants, ankle length skirt, or dress
    - Black top (or ACMF t-shirt)
    - Black shoes

Please label all instruments, music, music stands, and instrument accessories with your name. It is recommended that you label as many of your other belongings as possible as well.

If you bring a mobile phone, please also make sure to label it with your name, and turn on Find My iPhone or any similar locating service. We also recommend changing your lock screen to a photo of yourself with a phone number to call if your phone is found.

Housing, Dining, and Residence Life

ROOM ASSIGNMENTS:
All students are housed on campus in double occupancy dorm rooms. Housing assignments are based on age, gender, and roommate requests. In the case of roommate requests, both parties must make the request; we will not honor requests made by only one of the two parties. We do our best to accommodate requests, but the festival retains the right to make the final decision on all housing assignments. Single rooms are available for an additional $210.

KEYS:
You will be given a key to your dorm room and a wristband giving you access to the dorm building. Please keep them with you at all times. **The fee for replacing lost keys is $75**.

TRASH:
Trash cans should be placed outside your door each morning. Staff will empty trash, but will not enter rooms.

COUNSELORS:
Each student will be assigned to a specific counselor, who will ensure their attendance at rehearsals, concerts, and meals, and their adherence to curfew. Counselors report to the **Director of Residence Life**, who oversees all activities and supervision of students. While students will be assigned to a specific counselor for attendance purposes, they should feel free to approach any counselor or staff member with any question or need that they may have during camp.

CURFEW:
All students must return to the residence hall by 10:00 pm each evening.

VISITORS:
No outside visitors are allowed in Residence Halls.

ROOM CHANGES:
Room changes should be requested only in exceptional circumstances, and are subject to approval by the Director of Residence Life.

LEAVING CAMPUS:
ACMF is an immersive experience. Once students arrive on campus, they are not permitted to leave until the end of the festival. This is to 1) ensure that students don't miss important experiences such as faculty recitals, and 2) ensure that the counselors know where all students are at all times. Students' safety is our top priority, and we do not have the personnel in place to manage multiple comings and goings.

CHECK OUT:
You must leave your room in the same condition in which you found it. Please take careful inventory of your room upon arrival, and report any damage to your counselor. Any damages to your room or furniture will be billed to you. Check out is mandatory. If you do not check out with your counselor and return your room key, a $75 fee will be billed to you. You must be completely moved out of your room by the time specified on the festival schedule.

WIFI INFORMATION:
Emory's guest wifi network is available for ACMF participants. Simply connect to the network, and you will be prompted to agree to the terms and conditions to connect.

DINING:
All meals will be provided in Dobbs Common Table, inside the Emory Student Center, unless otherwise specified on the festival schedule. The wrist band that gives you access to your dorm will also give you access to the dining hall. Dining hall hours are as listed on the festival schedule.

MEDICATION:
All medication must be handed in to the Director of Residence Life at the start of the festival, with clear instructions on dosage and timing. Counselors will distribute medication at the prescribed times.

Emory University is a smoke free campus. Smoking is PROHIBITED on the entire campus.

Code of Conduct

ACMF operates according to the following code of conduct to ensure that the rights of all individuals are protected while attending the camp and to establish the safest and best possible learning environment for all camp participants.

Expectations:
All students, parents, and staff are expected to treat one another with respect, to show equal respect to the property of others, and to behave in a way which does not endanger, intimidate, or interfere with the participation of others. Students are expected to follow the instructions given by ACMF faculty and staff.

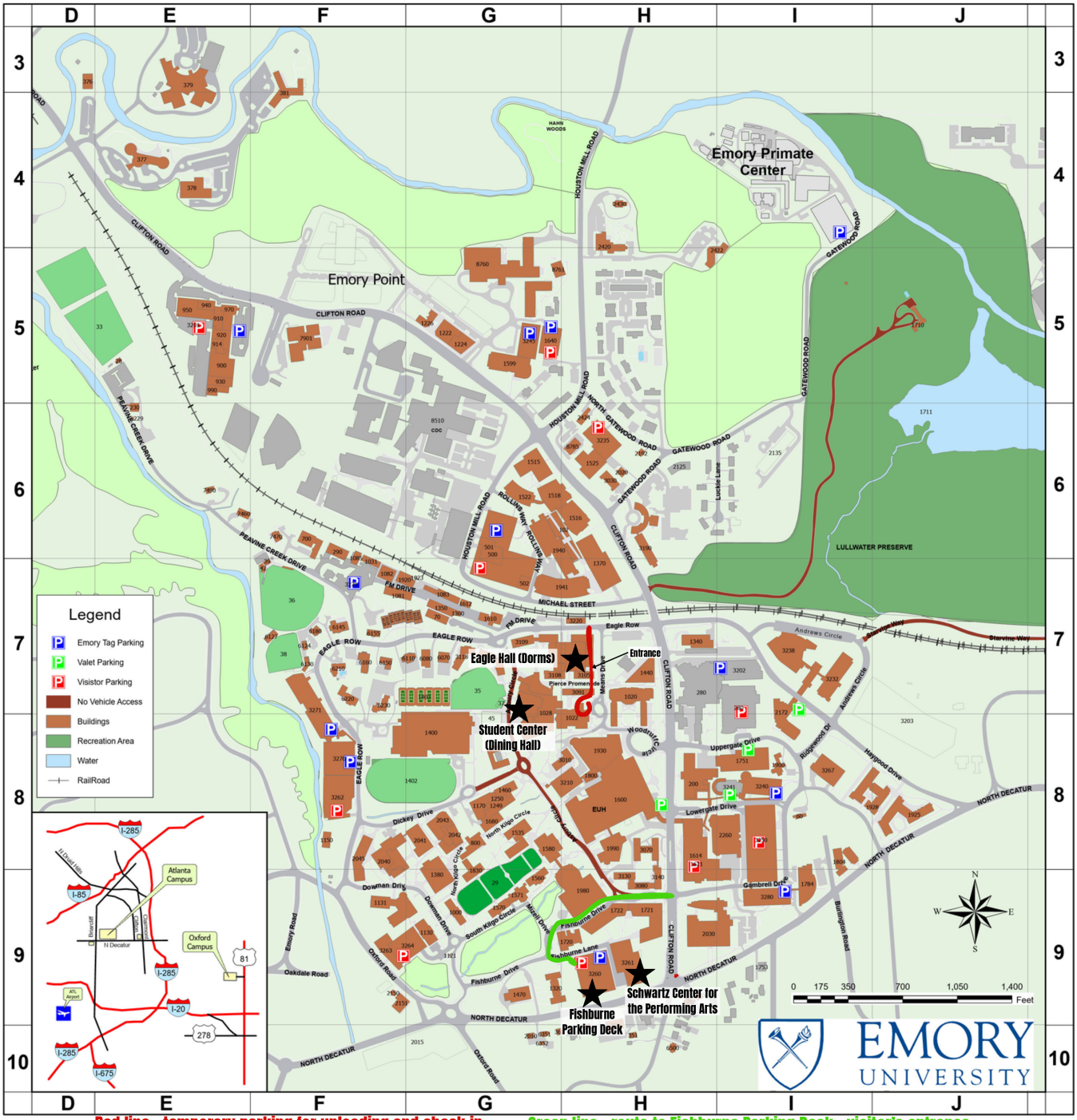
I agree to the following, with the understanding that failure to adhere to these policies may result in disciplinary action up to and including my immediate expulsion from ACMF with no refund of fees:

1. I will not be in possession of cigarettes or any tobacco products, alcohol, non-prescribed drugs, weapons, pornographic material on campus at any time.
2. I will not use language which is intentionally offensive, sexist, or racist.
3. I will refrain from fighting, bullying, or other forms of aggressive behavior.
4. I will not leave campus boundaries without express permission from a festival director and parent or counselor supervision.
5. I will not behave in a manner which damages or vandalizes the property of others or the Emory University campus.
6. I will not behave in a manner which is potentially dangerous to myself or others.
7. I will not allow any visitors inside my dorm room; common areas are available for gatherings.
8. I will be in my residence hall by 10:00 p.m. each evening.

Discipline

A committee formed of festival directors, counselors, and faculty will address allegations of misconduct. Allegations that may be reviewed include any violation of the code of conduct; any illegal act; any act or language that may be considered threatening or abusive; and any reports from faculty of conduct unbecoming of an ACMF student (i.e. failure to attend rehearsals or performances, inappropriate behavior towards fellow students or faculty, etc.).

The committee may impose penalties up to and including expulsion without a refund. Any disciplinary action taken will be reported to the student's parents immediately. The decisions of the committee are final.



Red line - temporary parking for unloading and check in Green line - route to Fishburne Parking Deck - visitor's entrance