

PURDUE
UNIVERSITY

“All-American”

MARCHING BAND

HANDBOOK



PURDUE “ALL-AMERICAN” MARCHING BAND HANDBOOK

FOREWORD

This booklet is an addendum to the “All-American” Bands and Orchestras General Information Handbook. It is not intended as a replacement for that handbook, but as an additional resource for members of the “All-American” Marching Band containing information of a nature that is applicable specifically to the marching band.

It is assumed that all marching band members will have read the General Information Handbook, as it contains important information on matters such as membership and enrollment, rehearsal and performance procedures, equipment, attendance and grading, administrative organization, and awards. Specific policy matters that directly affect the membership of the marching band are discussed in the General Information Handbook, and all members will be expected to be familiar with such information.

The “All-American” Marching Band Handbook includes a list of marching band fundamentals, information on reading charts, and specific discussions of special policy matters that affect only the marching band. A thorough understanding of this information along with the general information provided in the regular handbook will enable you to function as a knowledgeable, contributing member of the “All-American” Marching Band.

Membership in the “All-American” Marching Band is an honor and a privilege, and makes you a member of a unique musical organization with over 125 years of service to Purdue University. Your commitment and dedication to the traditions and service of the marching band will insure the continuing role of this organization as the major force in building and maintaining a love and spirit “for the honor of old Purdue”!

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I. MISSION STATEMENTS

PURDUE DEPARTMENT OF BANDS MISSION STATEMENT

The mission of Purdue University Bands is to encourage a lifelong love for music and the arts, teach students through music performance, and develop leadership and life skills.

THE MISSION OF THE PURDUE UNIVERSITY "ALL-AMERICAN" MARCHING BAND

We, a musical community, strive for excellence and uphold our great traditions, as we entertain, serve as ambassadors, and create an atmosphere that inspires and brings joy.

As committed, supportive, encouraging, enthusiastic and organized leaders, we agree to:

- Serve as a role model every day, with a positive attitude.
- Communicate effectively
- Treat everyone with fairness and respect
- Create a positive and encouraging atmosphere to express ideas
- Be prepared

Purdue University All-American Band – Mission Statement Definitions

We, a Musical Community

The goal of the Purdue University All-American Marching Band is to give students the skills and knowledge to appreciate and enjoy music as a lifetime avocation and to instill in them a desire to strive for excellence in all that they pursue.

Strive for Excellence

Striving for excellence is the common theme in our mission. In everything that follows, whether it is entertaining, serving, or bringing joy, each is the result of excellence. When we step onto the practice field, march into Ross-Ade Stadium, or push through exhaustion to play our final fountain concert, quality, precision, and perfection are our goals, and excellence is achieved.

and Uphold Our Great Traditions:

Just as Purdue has many traditions, so does the marching band. We: March military style; Have our band cheers; Feature solo twirlers; Have celebration rituals with each Big Ten victory; Play for Coach Hope and the football team in the end zone after each game; Have the world's biggest bass drum, "The BBD"; and have traditions within each section of the band. These traditions are who we are, what make this band stand out, and make us last throughout all time.

as We Entertain,

Entertainment is a must for this activity. Whether we perform for fans at concerts around Purdue University, or we travel abroad and perform for other schools and communities, we must be entertaining. The Golden Girl twirling, the BBD spinning, the incredible block formations with our dazzling chair step. This is entertainment!

Serve as Ambassadors,

Whether we are marching in Ross-Ade Stadium, traveling with the football team, practicing at the drill field or simply wearing a Purdue Band tee- shirt to class, we represent Purdue. How we act in class and on the drill field displays the pride that we feel in the "All-American" Marching Band. We are ambassadors of tradition, music, and friendship: all the time, everyday.

and Create an Atmosphere that Inspires and Brings Joy.

What we do heightens the experience at any event. When we play, our music revives the memories of Purdue Alumni, makes the student section create a deafening roar, and pushes the football team to another first down. The joy that this band brings gets you out of bed on an early Saturday morning when you could otherwise be sleeping. The goose bumps you get when you merely anticipate the march from Slayter Center to Ross-Ade Stadium send shivers of excitement down your body. The thrill you feel when you go out on the field in front of 65,000 fans; these are just a couple of things that make what we do fun and keeps us coming back year after year.

PURDUE DEPARTMENT OF BANDS DIVERSITY STATEMENT

Purdue University is committed to maintaining a community which recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. Purdue University prohibits discrimination against any member of the University community on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran.

The faculty and staff of the Department of Bands are fully committed to these ideals and regulations, and expect every participant and volunteer in our program to embrace them as well.

II. HISTORY

The history of the AAMB dates back to 1886 and a five-member organization attached to military training. An 1896 reorganization brought the number to fifteen, and by 1900 the band was attracting positive reviews at football and baseball game performances. The early bands were led by student directors, and from those ranks came the first permanent director of the band, Paul Spotts Emrick. While still a student director, Emrick established one of many “firsts” for the Purdue Band, a block “P” formation, marking the first time any college band had broken from its basic military ranks to form a picture. During his 49-year tenure with the band, Emrick, a demanding taskmaster, continued to build the reputation of the band, setting many records along the way. The World’s Largest Bass Drum, the annual Indianapolis 500 performance, the addition of majorettes, and even the “All-American” title date back to the Emrick era.

The task of following Emrick upon his retirement in 1954 fell to Al G. Wright, then a high school band director in Miami, Florida. Unlike Emrick with his strict military approach, Wright was a showman, and his band shows reflected the best of the show band style. Wright designed the current style of the band uniform, added more majorettes, introduced the featured solo twirlers - the Golden Girl, the Girl in Black, and the Silver Twins - and created the “I Am an American” flag presentation. The Flag Corps and Goldusters also debuted during the Wright era. Under Wright, the band traveled extensively, making numerous bowl appearances, performing at Radio City Music Hall in New York, and visiting such international destinations as Columbia, Venezuela, Quebec, and the Netherlands. Wright maintained the tough disciplinary standards, all the while seeing the band increase to nearly 400 students, the largest in the Big Ten and one of the largest in the country.

When Wright reached retirement age in 1981, J. Richard Dunscomb was named Director of Bands. In a change from the previous tradition, Dunscomb decided not to take the position of marching band director, and Dr. William C. Moffit was hired to fill the position. Moffit brought along his popular “Patterns of Motion” drill design technique and the dynamic “Soundpower” approach to musical scoring. His additions to the band include the Fanfare Trumpets, the giant American and Indiana flags used at pregame, and a double block “P” formation. The present uniforms were first worn in 1985 during the Moffit era. Moffit, a talented showman in his own right, maintained the standards and traditions of the band developed over the previous 90 years and, as the program turned 100 years old, he brought the band an increased local visibility.

The 1988 season was a challenging one for the band, marked by the late retirement of Moffit and the naming of Joseph Manfredo as interim director of the marching band shortly before the start of the season. Joe approached the difficult task with his usual enthusiasm, and brought the band into modern times with the addition of a more contemporary percussion section and the utilization of the latest in drill writing techniques. Charts were prepared for the band on a computerized program that had been developed under Professor Manfredo’s guidance, and a new spirit and desire for excellence became the trademark of the band.

The addition of Dr. David Leppla to the staff for the 1989 season, in combination with veteran director Bill Kisinger, guaranteed a continuation of the great traditions of the “All-American” Marching band with continued efforts to put the band on the “cutting edge” of contemporary show design. The establishment of the post-game "fountain concert" was a highlight of the season. With the addition of a Graduate Assistantship in 1991 as well as the return of a full-time Assistant Director, the staff finally was back to full strength. During his tenure, Dr. Leppla traveled with the band to Singapore at the Chingay

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Procession, and to Venezuela for an unprecedented eighth performance at the St. Sebastian Festival in 1997. Perhaps the most significant accomplishment of the band during the Leppla era was in 1995, when the Purdue Band became one of the elite college marching bands to receive the coveted Sudler Trophy.

The spring of 2006 brought about the retirements of both Dave Leppla and Bill Kisinger. At this time, Purdue appointed Professor Jay Gephart Director of Bands and director of the "All-American" Marching Band. Professor Gephart serves as the fifth director of this internationally famous band. The "All-American" Marching Band has performed at the Champs Sports Bowl, the Detroit Motor City Bowl, the Heart of Dallas Bowl, and the "Meet in Beijing" Fine Arts Festival under Professor Gephart's leadership. In 2009, the band received an invitation to perform in the November 2010 Macy's Thanksgiving Day Parade in New York City which kicked off the 125th anniversary celebration of Purdue Bands. In 2013, the band made a critically acclaimed appearance in the St. Patrick's Day Parade in Dublin Ireland. As this era in Purdue Band history continues, the band will continue to strive to be the "best damn band in the land"!

III. STUDENT LEADERSHIP

An organization as large and complex as the Department of Bands and Orchestra must depend heavily on student involvement in the day-to-day operation of the department. The Student Staff of commissioned and non-commissioned officers provides the necessary assistance in the operation of the department. A complete discussion of the Student Staff system is contained in the General Information Handbook.

Student leadership is also an important aspect of the marching band. Specific positions have been created to help cover the unique requirements of a marching band for specific types of student leadership. The available positions and the requirements for selection are listed below.

Drum Major

The AAMB uses two or three drum majors. The drum majors are an integral part of the student leadership team in the marching band. Drum Majors serve in that position for one season at a time. These positions are declared open each spring, and all interested candidates must audition for the positions regardless of previous standing as drum majors. The Marching Band Staff also reserves the right to require participation of the Drum Majors in summer clinics or leadership seminars as deemed necessary by the staff.

Their function:

- Serve as "field commanders" of the band during rehearsals and performances.
- Be responsible to the Director, and work with him in leading rehearsals and performances.
- Possess the ability to put a great deal of "showmanship" into their performances, while at the same time commanding the respect of the entire organization.
- Lead by example in all areas of marching, musicianship and character.

Auditions occur each spring. Interested students must be enrolled at Purdue, have been a member of the AAMB for at least one year, and be registered for Band 11000 for the following fall semester. Candidates must be in satisfactory academic standing with the university. All students petitioning for the drum major position will also complete a written application form available in the Band Office. Additional information is available from the administrative assistant in the band office.

Section Leader

Section leaders are responsible for a particular instrumental section of the band.

This responsibility includes:

- training the section in the content and execution of the marching fundamentals, rehearsing music, warming up the section prior to every rehearsal.
- maintaining proper rehearsal discipline.
- instruction in the basic rules and regulations as contained in each handbook.
- maintaining high standards of performance and "esprit de corps" in the section.

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- serving as the spokesperson for the entire section
- assisting the director in making personnel decisions in the section as well as policy decisions that will affect the entire band
- reporting accurate section attendance to the graduate assistant each week.

Students interested in the position of Section Leader will submit an application for the next year at the end of the marching band season. Candidates must have been a member of the AAMB for at least one season, must be in good academic standing with the university, and must be enrolled in Band 11000 for the following fall semester. Section members will be asked to rank the top four individuals in their section at the end of the season to assist the faculty and staff in selecting section leaders during the spring semester.

Assistant Section Leader/Percussion Segment Leader

These students assist the Section Leader with the duties outlined above. Assistant Section Leaders and Segment Leaders will be selected according to the same policies listed above for Section Leader.

Rank Leader

The band is divided into ten-member ranks. Within each rank, one individual will be named as a Rank Leader. This individual will be responsible for the proper execution of all marching and maneuvering commands within that particular rank. Rank leaders answer directly to section leaders. An Assistant Rank Leader(position #10 in the rank) will be selected by the Section Leader and Rank Leader in cooperation with faculty. The process for selecting Rank Leaders will be the same as described above for Section Leaders.

Auxiliary Student Leaders

The auxiliary leaders are the counterparts for their respective groups of the band and assume the same responsibility in their groups. Auxiliary leaders report to his or her respective auxiliary director and Director of the Marching Band.

Responsibilities include:

- the instruction and maintenance of discipline in the respective auxiliary groups
- assisting his or her auxiliary director in planning routines
- instructing members of the respective groups in the execution of those routines
- teaching members of the groups the basic marching fundamentals and enforcing marching band policies.

The Golduster Dance Team and Golden Silks Color Guard are represented by student leaders, with membership based on the available talent pool. During the spring semester, interested students with at least one year of experience in their respective groups and satisfactory academic standing at the university may petition for leadership positions. Candidates will be selected based on the results of a personal interview, a review of past performance, and a formal audition routine.

IV. MEMBERSHIP, ATTENDANCE, AND GRADING

Membership

- Membership in the “All-American” Marching Band is open to any student enrolled at Purdue University including those who are non-degree students from Ivy Tech Community College. Students must be registered for Band 11000 in order to be members of the AAMB.
- All instrumentalists are auditioned to determine both their marching and playing ability.
- Music auditions for incoming freshmen are done the first Saturday of the Marching Band Workshop. The marching auditions take place during the week-long Marching Band Workshop, which is scheduled for the week prior to the start of school. Music auditions for upperclassmen are done the previous spring.
- Auxiliary group membership is determined by an audition designed to evaluate the basic ability of a candidate to perform routines in various styles required by the respective group.
- Featured twirler positions and all auxiliary positions are auditioned in the spring prior to the season.

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- All members and candidates for membership are expected to be in attendance at the Marching Band Workshop unless specifically excused by the Marching Band Director. Such excuses will be granted only for the most serious of situations, and only after a conference between the student and Director.

The total membership in the AAMB will include approximately 350 students. A basic marching “block” band is selected during the Marching Band Workshop. In addition, several players are selected in each section to serve as members of the Game Day Staff (GDS). Game Day Staff members are full members of the AAMB, although not assigned to a regular block position. The position of Game Day Staff is an important and necessary one, in that it enables the AAMB to maintain a full marching complement despite the occurrence of illness, class conflicts, or disciplinary procedures. Game Day Staff members must be prepared at a moment’s notice to fill a marching position within their section, and may be called upon to perform with minimal preparation. In addition, Game Day Staff members will be assigned to various duties for each performance.

The Position of Game Day Staff

The position of Game Day Staff is not intended to be a permanent one. In fact, it will be required that all students in the band perform at a minimum of two regular season games, ensuring that everyone will have the opportunity to perform sometime during the season.

The process for selecting Game Day Staff will include:

- Staff and student leader evaluation of every member the week prior to the start of a new show.
- Evaluations consisting of a thorough review of each student’s performance to date both in daily rehearsals and in game day situations.
- Special care will be taken to determine if current Game Day Staff members are performing at a level higher than current members of the regular block.
- Record of merits and demerits accumulated during the season (see section on inspection and quality points)

The goal of this process is to insure that the best available marchers are in the block, and that current block members do not relax in the assumption that their position is secure. This also provides Game Day Staff a real opportunity to improve and earn a position based on their efforts. Also, given the policy that everyone will march at least two games, it is essential that evaluations include a running tally of individual performances so that adjustments can be made for those still needing to fulfill their two-game requirement. In some cases, students of equal marching ability may be switched in and out of the block to achieve this goal.

The GDS selection process:

- Section leaders will verbally explain the results of any changes in the block prior to the first rehearsal of new show preparation, noting for each student the strengths and weaknesses observed during the process.
- Any student may appeal the final decision, but such an appeal must be made immediately to the staff member in charge.
- The staff member will determine the resolution of the appeal based upon his or her observation of the process and a thorough review of the final documentation. The decision of the staff member will be final.
- In case of extended absence or disciplinary procedures, a position may be declared “open” for a given length of time, at which point Game Day Staff members will be considered for the open position. As above, the best candidate will be selected for the open position. Game Day Staff members should understand the limited nature of the “open” position when they are selected to fill it.
- It will be the prerogative of any faculty member on the marching band staff to make changes in the marching block at any time based upon the observed performance level of every member. Students who do not appear to be catching on to the drill moves in a reasonable amount of time, or who are unable to maintain the necessary rehearsal effort may be removed by a staff member and replaced with a Game Day Staff member at any time. Such removal will occur only when absolutely necessary, and staff members will warn a student and the student leader in advance. Appeals of such a decision should be made directly to the Marching Band Director, who will confer with the staff member involved before making a final ruling.

The position of Game Day Staff not only allows for the orderly operation of the band as noted above, but it provides the opportunity to work toward the goal of inclusion. It is understood that in the selection process for marching band members, only those students who have the capability of filling a regular spot should be selected. As such, the difference between

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those students in "regular" positions and Game Day Staff positions should be nearly indistinguishable. That said, students who feel the urge to "ease off" may well find themselves as a member of Game Day Staff the following week. While a Game Day Staff member may experience a certain degree of frustration, he or she must realize that the role of the Game Day Staff is essential if the high standards of the band are to be maintained.

In the case of the Auxiliary Units, game day staff members are decided upon by the leaders and the Auxiliary Director. The decision process is based upon the following four categories: 1) performing ability; 2) memorization of past and present routines; 3) attitude 4) attendance. The number of Game Day Staff members chosen for any given performance is made at the Auxiliary Director's discretion. Student Leaders are required verbally share their decisions directly with those involved. Appeals should be made to the Auxiliary Director immediately after the decision is made. The Marching Band Director will have the final decision in the determination of Game Day Staff, and unresolved appeals will be resolved by him.

Solo Twirler Audition Policy

Auditions for the positions of Golden Girl, Girl in Black, and Silver Twins will take place every spring at a time and place announced by Purdue University Bands.

- High school and transfer students must be in admitted status at Purdue University prior to the audition date, and current students must be in good academic standing with the university as of the audition date.
- Prospective solo twirlers are asked to submit a video tape by December 31 of the year prior to the season for which they are interested. After a screening process, up to eight girls will be invited to campus to audition for the solo twirling positions.
- The final audition will consist of various twirling segments and a personal interview. Specific information outlining the audition process and required audition dates will be provided to interested candidates by the Department of Bands for those interested in auditioning. Such information can be obtained by calling the department or the Auxiliary Director.
- Competition honors and titles are an important part of a candidate's personal qualifications since they are an indication of successful achievement. However, since performances will occur at Purdue University, evaluations will be based on current skills and personal qualifications as demonstrated through the audition process, including but not limited to presence on and off the field as well as entertainment value of the audition routine. In addition, seniority will be considered to be a valid item to be used in breaking a tie between two candidates for a particular position.
- In an agreement reached with the Office of Ethics and Compliance at Purdue, solo positions will be awarded based on numerical results of the solo twirler auditions. The first place finisher will be awarded the position of Golden Girl and the second place finisher will be awarded the position of Girl in Black. In the case of the Silver Twins, the historical nature of this position as a "novelty" position designed for actual twins required, prior to 2012, that preference in the selection process was given to real twins when they were available to audition. The policy was changed in agreement with Ethics and Compliance in 2012 to award the position of Silver Twins to those students who placed 3rd and 4th in the solo twirler audition process. This avoids any discrimination based on genetic make-up. Members of the Purdue University Bands faculty and staff will serve as the review panel for these auditions, and their decision shall be final. The ultimate authority behind all decisions rests with the Director of Bands, who shall resolve any impasses in the decision making process.

Alumni Band Participation Policy

The AAMB sponsors an Alumni Band every other year that performs at the Homecoming game that year.

- Membership in this Alumni Band is intended for those who have served their time in the AAMB and have graduated from the University or have gone on to other pursuits outside the realm of study at Purdue.
- Participation in the Alumni Band is NOT open to any student who is currently enrolled as an undergraduate at Purdue University.
- Undergraduate students who wish to participate in band are expected to enroll in Band 110.
- Anyone who feels a special situation exists in this matter may appeal to the Director of Bands whose decision, based on consultation with the Band Staff, shall be the final one.

Attendance

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It is critical in any marching band that regular attendance habits be maintained. It is difficult to perfect marching drill and formations when the band must deal with "holes" created by absenteeism. It is not fair to require members who are at rehearsals to go out of their way to accommodate those who are missing. As such, members are urged to develop the habit of regular and punctual attendance at all rehearsals and performances.

Regular attendance will be a requirement for all members of the AAMB.

1. Rehearsals will begin promptly at 3:30 p.m. Monday through Friday, and will end at 5:30 p.m.
2. Saturday morning dress rehearsals on home game days will be scheduled based on the starting time of the particular game. The general policy will be three hours before game time.
3. Times listed in the Band Calendar are NOT necessarily accurate for every game or performance!
4. IT IS THE RESPONSIBILITY OF EACH AND EVERY MEMBER OF THE ORGANIZATION TO KNOW PROPER REPORTING TIMES AND TO BE AT THE ASSIGNED LOCATION ON TIME! WHEN IN DOUBT, ASK A STAFF MEMBER FOR THE PROPER TIME AND LOCATION - DON'T GUESS OR ASSUME!!!

Students are **expected** to be in attendance for all rehearsals and performances of the AAMB, including the AAMB Workshop, the Purdue vs. Indiana game on the Saturday after Thanksgiving (every other year) and any post-season bowl activities or performances. The only acceptable excuses for absence from a rehearsal are the following:

1. Serious illness or death in the family.
2. Personal illness or emergency.
3. Unavoidable class conflict (Note: such conflicts must be cleared in advance with the AAMB Associate Director and indicated on the student's attendance record. Conflicts that will result in extensive absence from rehearsals will not be approved. Students are urged to schedule courses in such a way as to minimize or eliminate potential sources of conflict).
4. Special "one time" class conflicts such as a midterm exam, which must be supported by a note from the instructor.

Daily attendance will be taken at all AAMB rehearsals by the Rank and Section Leaders and Auxiliary Student Leaders.

1. Specific and detailed attendance records will be kept by the Section Leader, who will report attendance utilizing the departmental online toolbox.
2. Care should be taken to insure the absolute accuracy of the attendance in each rank or group.
3. ANY student who arrives at rehearsal after attendance has been taken, or who must leave a rehearsal early, is expected to report to their rank and section leader prior to beginning rehearsal or upon arrival at rehearsal. Those students who do not have standing conflicts must also submit the appropriate form to the Director as indicated below.
4. REPORTING IN AND OUT IS THE RESPONSIBILITY OF EACH INDIVIDUAL STUDENT. Failure to do so shall result in the tardy or early dismissal being recorded as "unexcused".

The Director shall be the final authority on all attendance matters for the organization. ATTENDANCE DECISIONS AND EXCUSES FROM REHEARSAL OR PERFORMANCE ARE THE SOLE PROVINCE OF THE DIRECTOR OF THE "ALL-AMERICAN" MARCHING BAND! Section Leaders and other staff members cannot make attendance decisions. Auxiliary members are asked to discuss any absence concerns with the Auxiliary Director first, although the final decision on such matters will still rest with the Director of the AAMB.

Students who expect to be absent or tardy for a rehearsal must submit an attendance request in advance. If the absence or tardy involves a performance or dress rehearsal, this must also be discussed with the Director during a scheduled personal conference.

1. The Attendance Request form is available on the band website (www.purdue.edu/bands)
2. IT IS THE STUDENT'S RESPONSIBILITY TO SEE THAT THESE FORMS ARE SUBMITTED PROMPTLY AND FILLED OUT PROPERLY!
3. Failure to submit the approved absence forms will result in the absence or tardy being considered "unexcused", resulting in a lowering of the band grade as indicated in the section on Grading Policies.
4. Forms submitted more than one week late may not be accepted!
5. It should be noted that the submission of the proper form does not automatically make an absence or tardy "excused". Previously stated band policies will be applied to determine if it will be considered "excused" or "unexcused". Feel free to check with the director in charge of your section if you have any questions.

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Absences from a performance are to be avoided in all but the most extreme and serious cases. Any anticipated absence from a performance must be discussed IN PERSON during a scheduled personal conference with the AAMB Director as early as possible before the date of the absence. A student who misses a performance of the AAMB without a valid excuse will receive a failing grade for the course, and removal from the performance block. All performance absences require a personal meeting with the Director at the earliest possible time following their occurrence. A complete discussion of attendance policies will be found in section 13.0 of the General Information Handbook. All members are urged to familiarize themselves with those procedures, and to check regularly with the Graduate Assistant or Section Leader to determine the status of their attendance. Any discrepancies should be discovered and resolved as soon as possible. DO NOT wait until the end of the semester, when it is too late to make corrections.

Grading

A complete discussion of departmental grading policies will be found in section 14.0 of the General Information Handbook. Students should familiarize themselves with these policies. Grading in the AAMB is cumulative over the course of the season, and will reflect an evaluation of the individual student in the following areas:

- Attendance record, including both excused and unexcused absences;
- Musical performance ability as observed in rehearsals and performances. This will include the required memorization of music by piccolo and percussion section members;
- Marching performance ability as observed in rehearsals and performances;
- Preparation for and full participation in all rehearsals

Grading as it pertains to attendance

- a. two unexcused rehearsal absences will lower the grade one full letter, and each subsequent unexcused absence will continue to drop the grade by one letter;
- b. unexcused rehearsal tardies will accumulate at the rate of two tardies equals one absence;
- c. unexcused absences from any scheduled performance will result in immediate suspension from the performance block and, pending a conference with the Director of the AAMB, a failing grade for the course. Unexcused tardies for performance situations will result in the student being placed on Game Day Staff for the next performance.
- d. students with excessive absences, whether excused or unexcused may be removed from the marching block at the discretion of the director.
- e. Excessive excused absences may result in a lowered course grade.
- f. Our system is based upon a basic trust of student honesty. Student integrity is expected to be high with regard to the reporting of attendance issues.

When a student joins the band, they are participating in more than a regular class. You are part of a team which depends on every member. Some students consider the option of class withdrawal when they face academic difficulties. Withdrawals from academic classes typically have no impact on the atmosphere of a regular class, however, such withdrawals create problems for any musical organization. Given the special nature of this course as a performing organization, students who feel the need to withdraw from band during the season must schedule a meeting to discuss the situation with the Director to determine if any other potential solutions exist. All policies regarding course withdrawals as set out in the Purdue Academic Procedures manual will be followed in instances of withdrawal. When a WF or WP grade is required, a determination shall be made based upon normal grading procedures as of the time of the formal conference with the Director. In the absence of such a conference, attendance will continue to be recorded until a formal notice of intent to withdraw is received from the University.

Any and all questions concerning individual grades or current class standing should be referred to the Graduate Assistant of the AAMB.

- All grade appeals should be directed to the Director of the AAMB.
- Every effort is made to arrive at a fair evaluation of each student, considering that some of the information upon which the grade is based relies on subjective evaluation by the AAMB staff.

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- If a student is unhappy with the appeal to the Director, he or she may file a formal grade appeal to the Department of Bands. It should be supported by a reasonable and logical presentation of facts IN WRITING based on the grading policies stated in this handbook, including complete written documentation of the evidence presented.
- The appeal will be presented to the entire marching band staff for evaluation, and a recommendation presented to the Director of the AAMB for final disposition.
- Students who have concerns about their grades should discuss these concerns at the earliest possible convenience.
- Grade corrections after the end of the semester will be considered only on the basis of a recording error by the instructor or the completion of a successful appeal.

V. UNIFORMS, EQUIPMENT AND MUSIC

Uniforms

The uniform is the emblem of the “All-American” Marching Band, and immediately identifies you as a member of Purdue University and one of its outstanding musical organizations. This identification and visibility requires that certain standards of dress and conduct be maintained while in uniform, and that the uniform always be worn with the care and pride that is expected of members of the organization that it represents. A complete discussion of the uniform, including its issuance, care, maintenance, and check-in, as well as expected personal appearance concerns and uniform inspections are contained in the General Information Handbook in several sections. All AAMB members are expected to be familiar with all uniform policies, and to be dressed in top “inspection-ready” condition every time the uniform is worn.

A few major issues will be restated here:

1. The uniform is always to be worn IN ITS ENTIRETY with all buttons fastened. A band member must NEVER be seen in public with anything but the FULL uniform of the day on and worn correctly. Section 30.0 in the General Information Handbook elaborates on other personal appearance concerns.
2. Students should treat uniforms with proper care, as discussed in section 32.0 of the General Information Handbook. A band uniform is a major investment for the university, and every student should make the necessary efforts to insure that the department gets maximum life from each uniform. Students will be held responsible for damage to or loss of the uniform, and billed for the cost of any repairs or replacement parts. This includes any damage that occurs while the uniform is being dry-cleaned. Dry cleaning damage must be resolved between the student and the vendor, as any damage will be charged directly to the student no matter what the cause! Please note that student officers do not have the authority to excuse you from these responsibilities!
3. Keep close tabs on your uniform. You are responsible for any lost parts, and leaving the uniform lying out unattended is the quickest way to lose those parts. Never change parts with other members. Never allow the uniform or any part of it to be worn by anyone else. Keep particularly close tabs on your raincoat. Know your number - they all look alike! **YOU ARE REQUIRED TO REPORT ANY AND ALL LOST UNIFORM PARTS IMMEDIATELY TO THE HEAD OF THE CLOTHING OFFICE!**
4. Smoking, drinking, or any type of behavior that would bring negative comment on the university or the AAMB are expressly forbidden while in uniform.
5. Allow time during the week to get your shoes “spit-shined” and your gloves and spats a spotless white before every performance. First impressions are lasting ones! Keep the uniform clean and pressed. You are responsible for maintaining the cleanliness and crisp look of the uniform while it is in your possession, and will be held responsible for any damage caused by cleaning agencies. A regular cleaning service is available through University Bands. Use of this system will be explained at the beginning of the season.
6. Particular care must be taken to protect the sequins on auxiliary uniforms! Use a PROFESSIONAL dry cleaner and give instructions to clean without the use of heat and without the use of steam or pressing! Do not allow perfume, hair spray, deodorant, or alcohol to come in contact with the sequins. If the garments become wet, they should be AIR DRIED WITHOUT HEAT. Do not store sequined garments in an airtight plastic garment bag. Any loose sequins should be hand stitched securely and then loose threads clipped. NOTE ITEM #2!

7. Students are NOT to tailor the uniform on their own. Any alterations which are deemed necessary to the uniform will be performed by an agent designated by the Band Staff.
8. Emergency clothing is available in the case of missing or forgotten uniform parts. Contact the Clothing Office for details. Items loaned on this basis must be returned immediately after the performance for which they are used. Please keep in mind that this service is for emergencies, and must not become a habit!

Equipment

University-owned instruments are available for use by members without charge. For the AAMB, brass players and percussionists are required to use university instruments. A complete discussion of the availability and checkout of university owned instruments, along with the proper storage of student-owned instruments is contained in sections 28 and 29 of the General Information Handbook. Any questions on these matters should be directed to a faculty member or supply officers. Please note that the individual student is responsible for any damage that may occur to university-owned equipment while the instrument is signed out to him.

- Please report any damage, no matter how minor, IMMEDIATELY to a faculty member, who will handle the matter from that point.
- Student officers DO NOT have the authority to excuse you from this responsibility.
- **Instruments will be inspected upon their return and students billed through the university for any damage. As with the uniforms, do not attempt to make repairs on your own.**
- ALL university-owned instrument repair is to be handled through the Department of Bands.
- Any necessary repairs that cannot be handled by the Supply Office will be taken care of by professional repairmen with the expense of such repairs being borne by the individual student.

An important point to remember concerning the storage of equipment is that security of personal and university-issued instruments is a matter for student concern. Hundreds of individuals use the Hall of Music each day, and it is impossible to provide absolute security in the instrument storage room. Please take ample care to see that your instrument is stored properly, locked whenever possible, and insured.

Things to keep in mind about instrument care and storage:

1. University-owned instruments must always be stored in available cases.
2. It is to your advantage to sign out a departmental locker if you intend to keep your instrument in the Hall of Music.
3. Lockers may be signed out through the Supply Office. Use of these lockers is at your own risk, and no guarantee of safety is either stated or implied.
4. The university will not be responsible for loss or damage to student-owned instruments stored on the premises.
5. INSTRUMENTS MAY NOT BE STORED OUTSIDE OF LOCKERS IN THE STORAGE ROOM! Any equipment found outside of proper storage areas will be placed in the Supply Office by the band staff or their designees. Repeated violations will result in the loss of quality points and the possible loss of use of university-owned instruments in the future.
6. Please report any problems with instrument security to the Director of Bands.
7. Regular inspection of your equipment and standard preventative maintenance procedures will help to eliminate instrument breakdowns, which always seem to occur at the most inopportune moments.
8. Keep valves well-oiled, slides greased and operative, pads in good condition, post screws tightened sufficiently, and keep a supply of reeds, valve oil, and other maintenance supplies in your case.
9. If you are having problems with your instrument, see an instrument repairman early in the week. Don't wait until game day to solve equipment problems.
10. The marching band staff reserves the right to deny students the ability to participate or perform with the band if they are not in possession of an instrument that is in a good state of repair and playing properly. SEE THAT YOUR INSTRUMENT IS ALWAYS IN GOOD PLAYING CONDITION!!

Percussionists:

1. Will be issued mallets and sticks at the start of the season.
2. Loss or breakage will require the replacement of such equipment by the individual.

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3. Head breakage is a normal expectation in outdoor percussion performance, but any damage resulting from abuse or misuse of the percussion equipment will be the responsibility of the student to whom the equipment has been issued.
4. ALL university-owned equipment used at any time during the season by percussionists will be signed out on bond cards WITHOUT EXCEPTION.

Auxiliary members:

1. Pom-pons, flags, and other such equipment will be issued directly to the individual auxiliary member upon the signing of the bond card.
2. An individual equipment number will be recorded for each student signing out equipment, and that student will be responsible for that particular numbered piece of equipment.
3. Failure to return the correct equipment will result in a fine being levied for lost equipment.
4. Pom-pons are to be stored in open air. If they become wet, blot them with a towel and air dry.
5. Performance flags are to be used ONLY for performances.
6. For storage, hang flags on a pants or skirt hanger to avoid wrinkles.
7. DO NOT IRON FLAGS!
8. If stains occur, have the flag dry cleaned. If in doubt, check with Clothing Office for assistance.
9. Flags will be inspected before each game and must be kept neat and spotless!

Music Library Procedures

The AAMB Library Staff is responsible for the processing, sorting, distribution, collection, and filing of all music for the “All-American” Marching Band. This arduous task requires the cooperation of all members, so please familiarize yourself with the guidelines as described in this manual.

1. Music: All music will be dispensed by the Band Library staff. You will be issued one set of music for your particular instrument and part during the Workshop, and you will be responsible for keeping this music usable and in your possession. Replacement of any lost music will be charged to you at the cost to us to copy it. The folder will contain music for the Indy 500 as well as the regular season, so be sure to keep your folder intact until after the 500!
2. Flip Folders: Flip folders with five windows are required for all instrumentalists, including piccolos and percussion. The purchase of a flip folder for your music is your responsibility, and you may purchase it from any source you choose, including the Band Kloset. Make sure you purchase the type of folder that will work with your particular lyre. Additional windows for folders may also be purchased from the Kloset.
3. Initial Folder: Your music will initially be issued in a cardboard marching folder at the beginning of the Workshop. Use this folder to protect and store the pieces not currently being used in your flip folder.
4. Additional Music: Additional music will be distributed throughout the season. This will be taken care of by your rank and section leaders. When new music is ready to distribute, it will be placed in a slot designated for each section in a mailbox cabinet in the Library. Then distribute it to your sections immediately, making sure that everyone receives the correct part. Any problems with part shortage or incorrect parts should be handled directly with the Head Librarian. Students who feel they have not received the correct music should work directly with their rank leaders.

VI. GENERAL RULES AND PROCEDURES

Many of the basic rules and procedures of the AAMB have already been covered under specific headings. The following listing contains additional rules and policies that have not been addressed elsewhere in this handbook or in the General Information handbook.

General Operations

1. Rehearsals are held Monday through Friday, rain or shine, beginning at 3:30 p.m. and running until 5:30 p.m.

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- Come prepared to brave the elements!
 - Check your email each afternoon for the “AAMB Daily Notes” to determine what the rehearsal plan is for the day. These notes will also cover announcements for the day, many of which will not be covered verbally at rehearsal.
2. Proper preparation for rehearsal includes having a pencil, your music, drill charts, and your instrument with lyre and flip folder at EVERY rehearsal.
 - Please take care of your charts and music.
 - Piccolo players and percussionists must have the music with them at rehearsals, even though you memorize music.
 - It is required of ALL musicians that ALL music be marked with drill instructions IN PENCIL. Rank leaders will check music during the week to see that it is properly marked.
 3. One of the most visible aspects of the daily rehearsal is the march to the drill field.
 - Warm up in front of Elliott Hall out of the way of traffic and pedestrians until the Drum Majors whistle you into position for the march to the field. The first notes you play during the afternoon should not be on the march to the field.
 - Once the Drum Majors blow the initial whistle, fall into position quickly and silently and listen for further instructions.
 - Remember that band members are on display for the entire university and community, and as such must take this movement as seriously as any other performance.
 - Be ready to clear the street quickly at the first sign of approaching emergency vehicles.
 4. The AAMB is not the only group to use room 15.
 - Please keep the facilities neat and clean.
 - No smoking, eating, or drinking is permitted in rehearsal or practice rooms.
 - Police the drill field for trash and loose papers after each rehearsal. Use the trash containers provided.
 5. Proper rehearsal attire is a must.
 - Dress for the weather.
 - Good marching shoes and socks must be worn at practice. No sandals or flip-flops.
 - Wear ear-plugs to protect your ears, especially when rehearsing in room 15.
 6. The Friday rehearsal before a game is Gold Day, and requires special dress.
 - All members will wear the band T-shirt and black shorts or slacks to rehearsal.
 - All instrumentalists will wear their baseball cap (issued at Follett’s during the workshop week).
 - It is also suggested, but not required, that you wear the shoes and socks that you will wear to the game on Saturday to get used to them on the field.
 - Quality points will be deducted for anyone not in proper outfit.
 - PERCUSSION AND PICCOLO MUSIC MUST BE MEMORIZED BY THIS REHEARSAL!
 7. Students attending rehearsals or performances under the influence of alcohol or drugs are subject to university discipline and immediate suspension from the AAMB’s performance activities pending further review.
 - This includes the final rehearsal of the season (Senior Day).
 - This rule will be strictly enforced.
 - Those students found in violation will be immediately placed on Game Day Staff with further disciplinary action possible including permanent removal from the block. Student leaders in violation will be immediately removed from their leadership position.
 8. Know these numbers:
 - rank number. This is your method of identification in the AAMB.
 - Know also the phone numbers of your section leader, rank members, and others whom you may need to contact.
 - Important ELLT numbers are listed at the end of this handbook.

Game Day

1. The AAMB will perform for all home football games, as well as at least one away game. (see calendar)
 - Special concerns for each performance, such as reporting times and schedule for the day will be addressed in the daily rehearsals the week of the performance.
 - Television can affect the starting time of games, so be prepared for potential changes as the season progresses.
2. The normal game day “ritual” will consist of the following events:
 - Pre-game warm-up rehearsal on the drill field – this is not a practice, but rather intended as a final review before the performance. You will report to the practice field in full uniform, generally about 4.5 hours before game time. Attendance and inspection will be held at this time.
 - At the end of rehearsal, march to Elliott for a brief break and then to Mackey Arena for the “211 Session” pre-game concert. This begins 2 hours and 11 minutes before game time. If early game time dictates, lunch will be provided at this point or often after the pregame show at the stadium. However, even at normal game times dorm lunches may be a problem, so plan ahead.
 - After the concert, line up and march into the stadium to prepare for the pre-game show.
3. During the game, the band will sit in the stands in assigned areas by instrument.
 - You are to sit in the assigned seats throughout the game.
 - Guests, visitors, and other non-uniformed personnel are not permitted to sit with you in the band block except as designated by the AAMB Director.
4. Be prepared to play at a moment’s notice.
 - Have your stands music at the ready, and play in a musical manner.
 - No “noodling” or drumming at any time the band is not playing.
 - Use of foul language or any type of negative cheering is absolutely unacceptable!
5. Refreshments are provided in the stands. Other forms of sustenance are allowed but use common sense. Light snacks are acceptable.
6. Students are not permitted to leave the stands during the game
 - unless given permission to do so by a band officer or director, or during group restroom breaks.
 - Any student leaving the stands must be accompanied by a band officer or an individual designated by an officer.
 - Concession stand stops are forbidden!
9. Uniform parts (especially hats and raincoats) and equipment make nice souvenirs for some people.
 - Always keep a close eye on your equipment, and never leave things lying around unattended
 - YOU are responsible for stolen items!
8. Move quickly to and from the field for halftime to minimize crowd obstruction
9. Treat visiting directors, band members, and guests courteously. Give them a good reception when introduced.
10. At the end of the game, we will perform a brief postgame show at the stadium, then march to Slayter Center for a formal post-game concert.
 - At the end of the concert, the band will perform its traditional "run-out" after which you are formally dismissed.
 - No one will be dismissed early.
 - Parents and friends are invited to attend the show, and then meet you afterwards.

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Away game trips

1. When you travel, you represent Purdue University and the “All-American” Band to the public. Remember your responsibilities to the organization.
2. The use of any drugs or alcohol will not be tolerated while in uniform, in transit, on a bus or plane, or in any other capacity of official representation of Purdue University.
 - Our public image is of vital concern, as is your ability to perform to your fullest potential.
 - Consider the greater picture, and what your moment of indiscretion may do to the band and university.
 - Identifiable members of a group such as ours are always open to greater public scrutiny than anyone else.
3. It is your responsibility to see that all of your equipment is taken with you on trips
 - Due to the size of the band, we generally have a one-bag limit for under the bus and one carry-on in addition to your instrument and equipment.
4. On longer trips, you may be housed by members and families of high school bands in our performance area.
 - Remember you are guests in their homes, and show some class.
 - If the situation is less than ideal, make the best of it.
 - write them a personal thank-you note and leave it with your host family.
 - It is customary to take along a small Purdue souvenir as a gift for your host family.
5. Sign-up sheets will be posted for housing and bus attendance before any trip.
 - Students must sign up for a bus and ride that bus for the entire trip.
 - Housing will be assigned by the host party, with every effort made to adhere to the original sign-up list. However, housing availability may require some changes.
 - Students who do not sign up for buses or housing will be randomly assigned by the band administrative assistant.
6. Home team fans can often behave towards visitors in a less than exemplary manner.
 - Be aware of this, and avoid any actions or comments that might incite a violent response towards you or the band.
 - Keep your emotions under control, and keep an eye on your equipment!
7. While on buses, have a good time, but do not interfere with the ability of the driver to safely operate his coach.
 - For attendance and safety purposes, you are to travel on your assigned bus for the entire trip.
 - The assigned bus head will be in charge of the given bus during the trip.
 - At the end of the trip, be certain that the bus is left in spotless condition.
 - Everyone should pitch in and clean the bus as they leave.
8. Be sure to keep an up-to-date copy of the trip itinerary with you at all times, and be punctual for all reporting times.

Emergency Medical Procedures(Medical form for each member must be on record!)

1. Illness during a rehearsal, performance or game day situation is not a matter to be taken lightly. Any student who feels ill or needs medical attention should immediately bring this to the attention of his or her section or rank leader or to a faculty or staff member. .
2. Once a staff member has been notified, an individual will be assigned to escort the ill student to the nearest emergency medical facility. If student cannot move, an emergency medic will be contacted and brought to the band area to treat the ill student.
3. The escort will remain with the ill student and take note of the situation and what medical activity transpires. If it is determined that a student must be taken from the immediate area and transported to a medical facility, A STAFF MEMBER MUST BE NOTIFIED OF THE SITUATION BEFORE THE STUDENT IS TRANSPORTED.

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4. In the case of medical transport, a staff member will be assigned to stay with the ill student. This individual will obtain the student's Emergency Medical Form from the Graduate Assistant and take it along to the medical facility to facilitate quick treatment and to allow a parent or guardian to be contacted as per instructions on the form.
5. The escort should contact the Director as soon as a progress report is available and keep him apprised of the situation.
6. It is the responsibility of each individual student to report any personal injury or medical problems as soon as possible, and to assist in seeing that the proper procedures are followed in dealing with a medical emergency. Student leaders should keep a close eye on their sections for any signs of student injury or illness, and see that such concerns are quickly brought to the attention of a staff member.
7. Medical decisions should be left to the proper authorities and not handled individually by students in the band. Quick and informed response is critical in dealing with any medical emergency.
8. Ill students should contact the Director as soon as practical after treatment and apprise him of their current condition. It is important to bring closure to any medical emergency and to keep band authorities apprised of the outcome of any treatment.
9. Fear of missing a performance or concern over an individual's status with the band should never be cause for delaying or avoiding necessary medical attention. Delay in treatment could result in serious medical consequences.
10. Any director or graduate assistant has the authority to deal with a medical emergency. Student leaders should deal directly with whoever is in the best position to handle the emergency immediately. Any staff member handling a medical emergency will keep the director informed of the situation as necessary.

The Indianapolis 500

Each year at the end of May, the AAMB performs at the Indianapolis 500 Festival Parade and race day ceremonies. This performance is not required of all members, although your participation is highly encouraged. This is one of the most visible performances we have, and it is essential that a large and well-prepared band participate. The receipt of the Band Mug and Band Blanket awards is based on participation as noted in the General Information Handbook. The following points must, however, be met in order for a student to be permitted to participate in the 500 activities:

- a. A student must have been a member of the AAMB during the fall preceding the 500 activities in question. Students who were on co-op during that semester will be considered eligible to participate.
- b. Students must be enrolled in a Band course during the spring semester in which they petition for the 500 activities (Orchestra, Concert Bands, Jazz Bands, AMRE). Students who are on co-op or who are student teaching during that spring semester will be considered eligible to participate. BAND 120 will be considered only if students are unable to participate in any regular band course. Exceptions to this policy will be made on a case-by-case basis, with the final decision made by the Marching Band Director.
- c. Students wishing to participate in the 500 activities must complete an official petition form and submit it by the required date
- d. Students desiring to participate must be available for all of the 500 rehearsals and activities as stated in the official notice.
- e. All Drum Majors, Solo Twirlers, BBD Crew members, Auxiliary Student Leaders, and Section Leaders are expected to participate in the 500 activities unless excused by the Director.

A practice will be held for all those registered on Friday during the last week of classes. Housing will be available at a hotel in Indianapolis. Sign up sheets for housing will be available prior to Spring Break. All arrangements will be handled by the administrative assistant for the Director of Bands. Questions on the 500 activities should be directed to any AAMB faculty or staff member. Specific details for each year will be included with the petition form for that year.

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Purdue University Bands Public Performance Policy

Public performance is an important aspect of membership in the Purdue University Bands program. Regular public performances are scheduled for every organized band ensemble each semester through the office of the Director of Bands. Many student members of University Bands organizations are called upon to participate in various solo or ensemble performance situations outside of regularly scheduled or organized Purdue University Bands ensembles. As a general rule, such public performance is encouraged, as long as it does not interfere with a student’s obligations to a particular Purdue ensemble.

Students must be aware, however, that the name of Purdue University Bands is important, and that any performance that either in actuality or by implication involves the use of that name must fall under the same control and considerations as performances by organized Purdue University Band ensembles. The name of Purdue University Bands cannot be put into any position that will portray it in a questionable or negative manner. As such, the following policies will be in effect concerning performances that involve Purdue University Band students, whether or not such performances involve the use of Purdue music, uniforms, or equipment:

1. No student may participate in any public performance that involves the name of Purdue University Bands, or the use of Purdue University uniforms or equipment, without the express knowledge and permission of the Director of University Bands.
2. Requests for public performances by Purdue University Bands students that will involve the use of the Purdue University Bands name either directly or by implication must be referred to the Office of the Director of University Bands. This would include such things as small pep bands, performances at organized events, etc.
3. Requests for public performances by Purdue University Bands students as an organized Purdue University group should be made to the Director of Bands. Said request should include complete performance details, the date and time of the event, type of group requested, and other pertinent details.
4. Public performances by any ensemble that in some way represents Purdue University Bands will require the attendance of a Purdue University Bands faculty or staff member as deemed necessary by the Director of University Bands.
5. Transportation to any group performances outside of the local community will require the use of University transportation as determined by the Director of Bands.
6. Any student who wishes to perform or speak publicly as a stated or implied representative of Purdue University Bands must clear such appearances with the Director of University Bands.

This policy is not meant to restrict public performances by students as members of church, club, or personally organized groups, or as soloists with groups or organizations outside of Purdue University Bands. Students may certainly cite any performance credentials they have with the Department of University Bands in such instances. The key to this policy lies in the use of the Purdue University Bands name. Students who have any concerns with performance activities should discuss the situation with the Director of Bands or a member of the Bands Faculty.

VII. INSPECTION AND QUALITY POINT/DEMERIT INFORMATION

This sheet is intended to give you information on the expectations for all members of the “All-American” Marching Band under performance conditions. The goal for any organization of this sort is uniformity in style and appearance. The policies that have been established are in place to insure that all students do their part to meet this goal. The concept of “quality points and demerits” is to keep a record of those students who excel in these various areas and for those who need additional work to “measure up”.

Inspection process:

1. All rank leaders will be inspected by a member of the AAMB staff.

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2. Rank leaders will then inspect their individual ranks and report to a staff member the results of the inspection including quality point information.
3. All points will be calculated based on the list printed below.
4. Any student who wishes to appeal a demerit must do so immediately after inspection, at which time a faculty member will rule on the matter.
5. After this point, demerits will remain as recorded.
6. The Director of the AAMB WILL NOT interfere in the inspection policy unless asked to become involved by another faculty or staff member.
7. After each game, a list of demerits will be given to the staff member in charge of attendance who will provide updated information to each section leader. The information will be used in the determination of Game Day Staff for the following game.
8. The accumulation of four demerits will place a participant on GDS for the next performance.
9. Once the penalty is served, the slate will drop to "0" once again.

Please become familiar with the requirements of this list. If additional policies are deemed to be needed as the season progresses, you will be informed. Please also be aware that matters of attendance and punctuality fall under a different area and are not a concern here. Also, the Auxiliaries often have policies, which pertain directly to their groups, policies that may differ from those listed here. In such cases the Auxiliary policy will take precedence for those group members.

1. UNIFORM APPEARANCE

<u>Policy</u>	<u>Demerits</u>
Band members must be in FULL UNIFORM any time they appear in public in uniform.	-2
Wearing of any part of the uniform (including raincoat) without the full uniform	-2
Uniform must be clean, worn correctly, and in good condition.	-1 each
<ul style="list-style-type: none">• White gloves clean and in good condition.• Bird clean and correctly fastened.• Pants at proper length (middle of second snap from top of spat)• Clean spats with good elastic.• Correct color, style and type(shinable) of marching shoe or boot• Black socks (not navy blue, dark gray, etc.)• White dry-fit undershirt• White "button-on" uniform suspenders (no gripper clips!)• Hat worn correctly on head (bill pulled down, no bangs showing).• Sousaphone berets clean and worn at proper angle• BBD helmets shined, worn correctly• BBD Gloves, gauntlets clean and in good condition• Hat removed inside buildings.• Undergarments not visible on the outside of auxiliary uniforms• Auxiliaries have proper sweats or jackets as required for each performance	
No unapproved pins, buttons, or other attachments on the uniform	-2

2. PERSONAL APPEARANCE

<u>Policy</u>	<u>Demerits</u>
Band members must be well-groomed and clean-shaven	-2
<ul style="list-style-type: none">• Moustaches must be neatly trimmed and no longer than the corners of the mouth• Beards are not permitted.	
No hair touching the uniform coat collar (hair must stay up when hat is off)	-1
Jewelry other than watches or wedding/engagement rings may not be worn (NOTE: this includes earrings for BOTH sexes)	-2
Any clothing worn under the uniform for warmth (i.e. turtlenecks) must not be visible outside of the uniform (check sleeves, neck area)	-1
No makeup (band) or face decorations	-2

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Auxiliary make-up/hair/uniform applied and worn correctly -2

3. INSTRUMENT APPEARANCE

Policy

	<u>Demerits</u>
All parts of instrument functional, in good working order, and clean	-1
<ul style="list-style-type: none">• Valves, keys, and slides lubricated and smoothly working• Outside of instrument polished and shined• Inside of instrument clean• Mouthpiece clean, reeds in good playing condition• Drums and cymbals polished, clean heads and sticks• Drums properly tuned, segment leaders with drum keys.	
Music lyre in place and securely attached (in sections where used), all show music marked	-2
Percussionists must wear earplugs	-2
Auxiliary equipment clean and in good condition	-1

4. PROFESSIONALISM

Policy

	<u>Demerits</u>
Late for inspection	-4, automatic GDS
Smoking in uniform	-4
Under the influence, or consumption of alcohol/drugs in uniform	-4, possible dismissal
Public Display of Affection (PDA)	-2
Cell phone use in uniform without staff authorization	-1
Leaving the stands without permission or escort	-3
Permitting visitors to sit in band section	-3
Unsportsmanlike conduct/foul language in the stands	-3
Failure to perform as required during game situations	-1, -2

NOTE: Food and/or drink may be consumed at Elliott before the "211 Session", but care should be taken to keep the uniforms clean and to control the amount you eat or drink so as not to interfere with the upcoming performance. In general, we will provide hot dogs and a beverage in the stands at each game after pregame.

SUMMARY

The above list is not necessarily exhaustive, and may be amended as the season progresses. Please keep this entire concept in the spirit it was intended - to foster uniformity and excellence in the band, not to serve as a vindictive weapon. Any concerns with the system or its application by individuals should be directed to the Graduate Assistant. Individual abuses of the system will not be tolerated.

VIII. MARCHING FUNDAMENTALS AND TERMINOLOGY

Definitions

The following terminology will be used throughout the season in teaching marching fundamentals and drills. Develop a good command of the terminology to insure the ability to quickly react to commands or charting directions.

BLOCK BAND	formation or set-up used for parade marching. Generally consists of ten files across and twenty-six ranks deep. Variations of this form may be used for special purposes.
RANK	two or more people standing beside each other.
FILE	two or more people standing behind each other.

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DIAGONAL	two or more people standing at an angle other than behind or beside.
COVER DOWN	check your vertical (file) alignment.
GUIDE	check your horizontal (rank) alignment in the direction given.
INTERVAL	space between people standing beside each other.
DISTANCE	space between people standing behind each other.
8 to 5 STEP	each step, interval or distance = 22.5” (8 steps per 5 yds)
6 to 5 STEP	each step, interval or distance = 30” (6 steps per 5 yds.)
ADJUSTED STEP	the use of an adjusted step size in order that everyone in a particular formation or drill segment will reach the final destination on the same count. Each step in the move should be of equal size.
FACING	a turn to the left, right or rear from a stationary position
FLIP OR FLANK	a turn to the left, right or rear when already in motion.
ROTATE/GATE	rotate or turn form while maintaining shape.
SLIDE	horizontal movement on the field while keeping the instrument pointed toward the sideline.
PHASING	lack of coordination between the music and the movement.
FREEZE	a drill reminder to hold position at the end of a maneuver (no mark time).
SNAP	a quick movement with a clear and definite stopping point.
PRECISION	uniformity of movement and sound.

Verbal Commands

All verbal commands are given at a strict and consistent tempo. There should be a total of four counts in all commands.

Whistle Commands

In parade marching or when the band is on the move and verbal commands are impractical, whistle commands are used. The whistle signal, in combination with the drum majors’ signal, indicates the desired command to be executed. The whistle commands consist of a preparatory signal, which consists of a long whistle for four counts (released on three) followed by the signal of execution, a short blast on count five.

Instrument Carry

Two types of instrument carry will be used by the AAMB. The parade or tucked carry consists of the instrument being carried under the right arm, next to the body, with the long dimension of the instrument parallel to the ground. Tubas and percussion will use a standard carry throughout. Uniformity of carry is necessary in each section.

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The show or front carry consists of the instrument being held in front of the body, parallel to and 9" away from the body. The elbows should be angled downward. Most people can use the checkpoint of the mouthpiece being in line with your mouth (horns, trombones, trumpets, flutes, clarinets, and saxes). Baritones should hold the horn on the right side of the body with the hands in playing position. Sousaphones should keep the right hand on the valves and the left hand on the tubing on the left side of the horn. Saxes should keep their left arm parallel to the ground.

Instrument Play Position

Horn is held parallel to the ground (trumpets, horns, trombones, flutes) and away from the body (clarinets, saxes, baritones). Identical horn angle must be maintained throughout the section. If the instruction “TO THE BOX” is given, elevate the head and horn angle 45-degrees above parallel or to the level of “the box” in each particular performance venue.

Position of Attention

The heels are together, toes at a 45-degree angle. Your eyes should be forward, head slightly up, with no movement or talking.

Yard Line Orientation

When marching on the football field, the ball of the foot is the part that will hit the yard line. When marching parallel to the yard line (on the yard line), both feet will split the yard line, as in the attention position.

IN PLACE FUNDAMENTALS

FALL IN

Command: “Band.. Fall In”. No verbal response. Indicates that the band is ready to move. Find your position in the block or formation and be prepared for the call to attention.

ATTENTION

Command: “Band... Ten-Hut”. Response: “Chop - Ho”. On tucked carry, left leg snaps to chair position as body straightens up on count one. At the same time, the horn swings up at a 45-degree angle, pivoting from the elbow. On count two, left foot stomps down to attention position, horn snaps back to carry position. For show carry, execute same leg and body movement as above on count one, but keep horn and elbows down. On count two, stomp left foot down into position and snap arms and horn up to proper carry position.

HORNS UP

Command: “Band... Horns Up”. For show carry, response is “up”, and horns snap into play position using a flip from the wrist. Be sure mouthpiece is secured. From the tucked carry, response is “one - two - three”. On count one, horn is extended in front of the body by the right hand. On count two, left hand comes out to grasp instrument. On count three, horn is brought back to play position. Section leaders will explain any necessary variations for individual sections. **Horns up from the tucked carry is used most often with street cadences and the percussion rolloff.** **NOTE:** For field performances, command is given by signal from the ladder. Conductor will give a crossed-arm ready signal. Band should in a low voice say and hold “ready”. As the conductor snaps to the conducting position, horns snap up to the play position in one count, band shouts “up” on the move.

HORNS DOWN

Command: “Band... Horns Down”. Response: “Drop”. No matter what the carry, instruments return to the carry position in one quick, snappy motion. During field performance, after the release of the final note, execute the horns down with the conductor in the tempo of his release.

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AT EASE	Command: “Band... At Ease”. No verbal response. You may relax and talk, but keep the right foot in place. Only the command of attention may be given at this position.
FALL OUT	Command: “Band... Fall Out”. No verbal response. You may move about the general area, or move to the new position as directed. Be prepared for a command to fall in.
DISMISSAL	Command: “Band... Dis-missed”. Response: “Go Purdue”. You may break ranks and leave the area.
RIGHT FACE	Command: “Right Face Right Face”. Response: “Step, Turn, Together”. It is a three count maneuver. On count one, step forward 22.5” with the left foot; on count two, pivot on the ball of the left and right foot, snapping sharply 90 degrees to the right; on count three, snap the left foot in to the attention position.
LEFT FACE	Command: “Left Face Left Face”. Response: “Step, Turn, Together”. It is a three count maneuver. On count one, step forward 22.5” with the right foot; on count two, pivot on the ball of the left and right foot, snapping sharply 90 degrees to the left; on count three, snap the right foot in to the attention position. NOTE: Half-left and half-right faces are executed the same as above, except one turns only half of the distance.
ABOUT FACE	Command: “About Face About Face”. Response: “Step, Turn, Together”. It is a three count maneuver. On count one, step forward 22.5” with the left foot; on count two, pivot on the ball of the left and right foot, snapping sharply 180 degrees to the right; on count three, snap the left foot in to the attention position.
BY THE NUMBERS	This is a teaching device to check each step of a multiple count movement. When a command is prefaced with “BY THE NUMBERS”, you should execute only the first count of the maneuver. Upon the command “READY - TWO” execute the next count, and so on until the full maneuver is completed.

MARCHING STEPS

GLIDE STEP	This step is most easily taught by taking a normal walking step, with the toes pointing straight forward and the weight rolling smoothly from the heel to the toe. The height of the toe off the ground is approximately 3”. The upper torso should not bounce up or down with the glide step. The preparation move is on the “&”.
LOW CHAIR STEP	At fast tempos, the leg lift will lessen. Calf and thigh form a 45-degree angle at the knee, with the toe remaining pointed down and the thigh at a diagonal to the ground. The preparation move is on the “&”.
HIGH CHAIR STEP	Also known as the “power step”. Think of the knee lifting and pulling the foot off the ground, with the toe being the last part of the foot to leave the ground. Calf and thigh form a 90-degree angle at the knee, with the toe remaining pointed down and the thigh parallel to the ground. The preparation move is on the “&”.

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RUN-ON STEP	This is basically a chair step executed at a very fast tempo. A slight lean back will help maintain balance.
LEG ACTION DRILL	On count one, raise left foot up to toe touch position. On count two, pull up to chair position. Count three, return to count one position, and on count four, foot is flat on the ground. Repeat with same leg, or alternate, gradually increasing speed.
LOW MARK TIME (LMT)	Used with the glide step and the low chair step, the movement is done in place, with the toe remaining on the ground and the heel lifting to the height of the opposite leg. The command is “MARK TIME – MARK”. The preparation move is on the “&”.
HIGH MARK TIME (HMT)	Used with the high chair step, the movement is essentially the same as the chair step, except done in place.
FORWARD MARCH (FM)	On the command “FORWARD - MARCH”, the execution of each of the marching styles begins with a preparation move on the “&” and the distance forward being determined by the size step required for the maneuver. The most common size step is 22.5”, an 8 to 5 size step.
BACKWARD MARCH (BM)	May be executed using any style of step, using the same principles as used in the forward march, except in reverse.
LEFT FLANK (LF)	Pivot on the ball of the right foot, turn 90 degrees to the left, and take normal size step in the new direction. The body changes direction on the “&” between steps.
RIGHT FLANK (RF)	Same as left flank, except that pivot is 90 degrees to the right, and left foot must cross over to take the next step. The body changes direction on the “&” between steps.
TO THE REAR (TTR)	Pivot on right foot, turning 180 degrees to the left, then take a step in the new direction. The body changes direction on the “&” between steps.
THREE QUARTER (3/4)	Pivot on the ball of the right foot, turn 270 degrees to the left, and take normal size step in the new direction. The body changes direction on the “&” between steps. (This the same as a right flank. It is used as a “show band style” right flank.)
MULTI-COUNT TURNS	These turns are executed by marking time in place using the designated style of step and gradually turning in the designated direction. Make sure movement is even and smooth.
HORN SWAGGER	The horn swagger is with the instrument being positioned above the raised leg, parallel to the ground, in such a way that when the left leg is lifted, the horn is pointing at an angle to the left at approximately shoulder width. Similarly, when the right leg is lifted, the horn points at a similar angle to the right.
HALT	The halt is executed by taking the final step with the right foot, and then bringing the left foot into place next to the right.

It may be indicated as an automatic addition at the end of a drill maneuver, or it may be given as a command. The command "Band... Halt" is given, with the "halt" on the left foot. This is followed by one more step with the right foot and continuing as above. When used as a part of the halt cadence, band will mark time and halt on the final counts of the cadence.

IX . PURDUE ALL-AMERICAN MARCHING BAND ANTI-HAZING POLICY

The anti-hazing document for Purdue Bands outlines university regulations governing hazing as it relates to student organizations, provides details regarding the Indiana Hazing Law and gives information about Purdue Bands' policy on hazing. This document should help create an environment within the Department of Bands where faculty, staff and students can participate in a safe and healthy environment, while pursuing the mission, goals, expectations and policies of Purdue University and Purdue Bands.

Purdue University Regulations and Procedures for Recognized Student Organizations

University Policy Against Hazing

(University Administrative Approval, February 11, 1994)

- A. Certain forms of hazing are criminal offenses in Indiana. All forms of hazing are prohibited by Purdue University both on and off campus.
- B. Hazing means forcing or requiring another person, regardless of that person's consent, to perform an act that:
 - 1. Creates a substantial risk of physical harm;
 - 2. Substantially or seriously demeans or degrades any person; or
 - 3. Interferes with any person's scholastic activities.
- C. Any hazing allegation against a student organization will be investigated by the University. If found guilty in a disciplinary action, the student organization may incur a disciplinary penalty as specified in "[Violations of Rules and Regulations](#)." University action occurs whether or not civil or criminal actions take place.
- D. In addition to action taken against a student organization, the University may take action against individual students for hazing when their conduct falls within "[Regulations Governing Student Conduct, Disciplinary Proceedings and Appeals](#)," section B-2.

- E. Any person suffering or witnessing a hazing activity is strongly encouraged to report the incident to the staff of the [Office of the Dean of Students](#).
- F. The president of each student organization is responsible for informing pledges, affiliates, initiated members, and guests of this policy.

Indiana Hazing Law

§ 34-30-2-150. Hazing

IC 35-42-2-2 (Concerning persons for reporting or participating in proceedings concerning hazing).

§ 35-42-2-2. Criminal recklessness -- Exemption from liability resulting from hazing reports

(a) As used in this section, "hazing" means forcing or requiring another person:

- (1) with or without the consent of the other person; and
- (2) as a condition of association with a group or organization;

to perform an act that creates a substantial risk of bodily injury.

(b) A person who recklessly, knowingly, or intentionally performs:

- (1) an act that creates a substantial risk of bodily injury to another person; or
- (2) hazing;

commits criminal recklessness, a Class B misdemeanor. However, the offense is a:

- (1) Class A misdemeanor if the conduct includes the use of a vehicle;
- (2) Class D felony if it is committed while armed with a deadly weapon; or
- (3) Class C felony if it is committed by shooting a firearm from a vehicle into an inhabited dwelling or other building or place where people are likely to gather.

(c) A person who recklessly, knowingly, or intentionally:

- (1) inflicts serious bodily injury on another person; or
- (2) performs hazing that results in serious bodily injury to a person;

commits criminal recklessness, a Class D felony. However, the offense is a Class C felony if committed by means of a deadly weapon.

(d) A person, other than a person who has committed an offense under this section or a delinquent act that would be an offense under this section if the violator was an adult, who:

- (1) makes a report of hazing in good faith;
- (2) participates in good faith in a judicial proceeding resulting from a report of hazing;
- (3) employs a reporting or participating person described in subdivision (1) or (2); or
- (4) supervises a reporting or participating person described in subdivision (1) or (2);

is not liable for civil damages or criminal penalties that might otherwise be imposed because of the report or participation.

(e) A person described in subsection (d)(1) or (d)(2) is presumed to act in good faith.

(f) A person described in subsection (d)(1) or (d)(2) may not be treated as acting in bad faith solely because the person did not have probable cause to believe that a person committed:

- (1) an offense under this section; or
- (2) a delinquent act that would be an offense under this section if the offender was an adult.

Purdue "All-American" Marching Band Statement on Hazing

<ul style="list-style-type: none">• Inappropriate behavior will not be tolerated by Purdue Bands or Purdue University. It is the responsibility and expectation that all band students intercede, within reason, if hazing is suspected and report the incident to a faculty or staff member immediately.
<ul style="list-style-type: none">• Allowing oneself to be hazed is as unacceptable as doing it to others.
<ul style="list-style-type: none">• This policy covers activities which might involve band students both on and off campus.
<ul style="list-style-type: none">• Consequences for the violation of hazing policies may be severe. Incidents will be reported immediately to university police and the Dean of Students Office for investigation and action. Sanctions on behalf of the band department may include suspension from the band program or removal from the band program. The Dean of Students may impose further penalties as noted in university policy.
<ul style="list-style-type: none">• Students with knowledge of hazing who choose not to report the incident will also be subject to university discipline.

All band students, directors, and staff have a responsibility to act as role models for the greater university community. Language, behavior, and actions of our band students, its' directors and staff must reflect a strong commitment to the mission of Purdue Bands and Purdue University.

It is the obligation of all band students to address inappropriate behavior or actions. Students who believe that behavior of other band members should be called into question should bring the matter to a faculty or staff member immediately.

Purdue "All-American" Band Anti-Hazing Document:

- I have received a copy of the Purdue Bands hazing policy.

Signature: Student

Date

X. BAND CHEER AND SCHOOL SONGS

The Band Cheer

HELL YES, DAMN RIGHT, YOU BET, NO SWEAT, GUNG HO, CHA-CHA-CHA, UH, SAMBA, BICYCLE, CERVESA, SCOOBIE DOOBIE DOO, AND ALL THAT JAZZ, ROSES, YUP, BUFORI, EL BANO, SMAX, HOWAYA, PEACHES, RERR, BUTTER, CIAO, BUSH, CHINGAY, SUDLER, ALAMO, FISS, COACH, JING, SNOOPY, APOLLO, SLÁINTE... AWESOME!!!

The following songs are the official university spirit songs. As members of the AAMB and loyal Boilermakers, it is your duty to commit every verse of each of these songs to memory, and to be ready to sing out loud and strong whenever they are sung.

HAIL PURDUE

FIRST VERSE

TO YOUR CALL ONCE MORE WE RALLY;
ALMA MATER HEAR OUR PRAISE;
WHERE THE WABASH SPREADS ITS VALLEY,
FILLED WITH JOY OUR VOICES RAISE.
FROM THE SKIES IN SWELLING ECHOES
COME THE CHEERS THAT TELL THE TALE
OF YOUR VICT'RIES AND YOUR HEROES,
HAIL PURDUE! WE SING ALL HAIL!

CHORUS

HAIL, HAIL TO OLD PURDUE!
ALL HAIL TO OUR OLD GOLD AND BLACK!
HAIL, HAIL TO OLD PURDUE!
OUR FRIENDSHIP MAY SHE NEVER LACK.
EVER GRATEFUL, EVER TRUE,
THUS WE RAISE OUR SONG ANEW
OF THE DAYS WE'VE SPENT WITH YOU,
ALL HAIL OUR OWN PURDUE!

SECOND VERSE

WHEN IN AFTER YEARS WE'RE TURNING,
ALMA MATER, BACK TO YOU,
MAY OUR HEARTS WITH LOVE BE YEARNING
FOR THE SCENES OF OLD PURDUE.
BACK AMONG YOUR PATHWAYS WINDING
LET US SEEK WHAT LIES BEFORE,
FONDEST HOPES AND AIMS E'ER FINDING,
WHILE WE SING OF DAYS OF YORE.

THIRD VERSE

IN THE BAND WE MARCH AND SWAGGER
AS WE PLAY FOR OLD PURDUE.
AT THE HALFTIME WE DO SHOWS
NO OTHER BAND ON EARTH COULD DO.
WHEN WE CHEER THE EARTH WILL TREMBLE,
FOR WE'RE KNOWN THROUGHOUT THE LAND
AS THE BEST IN MARCHING MUSIC,
WE'RE THE BOILERMAKER BAND!

FOR THE HONOR OF OLD PURDUE

FIRST VERSE

COME ALONG LET US JOIN IN A SONG.
HAIL TO OLD PURDUE!

ON THE WABASH SHE STANDS
WITH HER WELCOMING HANDS,
AS AN ALMA MATER TRUE.
FAR AND WIDE SHE'S OUR OWN HOOSIER PRIDE,
EVER WE LOYAL WILL BE,
SO WE'LL SING IT OUT,
AND RAISE A SHOUT,
FOR OUR UNIVERSITY

CHORUS

THEN HAIL! ALL HAIL TO OLD PURDUE!
THE PRIDE OF ALL THE WEST
WE'LL SING OUT THE STORY,
AND WE'LL TELL OF THE GLORY,
OF THE SCHOOL WE LOVE THE BEST.
THEN HAIL! ALL HAIL TO OLD PURDUE!
OUR ALMA MATER TRUE,
AND WE'LL EVER STAND,
EV'RY HEART AND HAND,
FOR THE HONOR OF OLD PURDUE!

SECOND VERSE

ONCE AGAIN IN A MIGHTY REFRAIN,
HAIL TO OLD PURDUE!
FROM THE ENDS OF THE EARTH,
MEN HAVE HEARD OF HER WORTH,
AND HAVE FOUND HER TO BE TRUE.
SHE'S SO GRAND SHE'S THE BEST IN THE LAND,
NE'ER CAN HER FULL WORTH BE TOLD,
THO' BOTH LOUD AND LONG,
HER ALUMNI, STRONG,
MAY SING OF THE BLACK AND GOLD.

FIGHTING VARSITY

HERE'S THE FIGHTING VARSITY,
THAT WEARS THE BLACK AND GOLD.
THEY FEAR NO FOE
AND THEY HIT THEM LOW.
LET'S GIVE THEM ALL THREE MIGHTY CHEERS,
RAH! RAH! RAH!
HERE'S THE FIGHTING TEAM, BOYS,
THAT FIGHTS FOR OLD PURDUE.
WITH LOYAL HEARTS
WE WILL PLAY OUR PARTS

AS WE YELL FOR OLD PURDUE.

**PURDUE, PURDUE, RAH! RAH!
PURDUE, PURDUE, RAH! RAH!
HOORAH! HOORAH!
BULLY FOR OLD PURDUE.**

PURDUE HYMN - THE ALMA MATER

**CLOSE BY THE WABASH,
IN FAMED HOOSIER LAND,
STANDS OLD PURDUE,
SERENE AND GRAND.
CHERISHED IN MEMORY,
BY ALL HER SONS AND DAUGHTERS TRUE,
FAIR ALMA MATER,
ALL HAIL PURDUE.
FAIREST IN ALL THE LAND,
OUR OWN PURDUE.
FAIREST IN ALL THE LAND,
OUR OWN PURDUE.**