

## **Copyright Compliance** ( Music Materials)

### **1. Permissible uses**

- a. Emergency copying to replace purchased material which is not immediately available, provided purchased replacement copies are substituted in due time.
- b. For academic purposes other than performance, single or multiple copies or excerpts may be made provided the excerpts do not comprise a part of the whole which could constitute a performable unit such as a selection, movement or aria, not to exceed 10 percent of the entire work. The number of copies must not exceed one copy per student.
- c. Printed copies which have been purchased may be edited or simplified provided the fundamental character of the work is not distorted and the lyrics altered or added to.
- d. A single copy of performance recordings by students may be made for evaluation or rehearsal purposes and retained by the educational institution or teacher.
- e. A single copy of a sound recording such as a tape, disc or cassette of copyrighted music may be made from sound recordings owned by the educational institution or teacher for the purpose of preparing aural exercises or examinations. This pertains to the music copyright only and not to the copyright on the sound recording.

### **2. Prohibitions**

- a. Copying to create, replace or substitute for anthologies, compilations or collective works.
- b. Copying from works intended to be consumable in the course of study or teaching such as workbooks, exercises, standardized tests, answer sheets and like material.
- c. Copying for the purpose of performance except as in 1-a above.
- d. Copying for the purpose of substituting for the purchase of music except as in 1-a and 1-b above.

- e. Copying without inclusion of the copyright notice which appears on the printed copy.

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