

JUNIOR/SENIOR RECITAL COMPREHENSIVE SCHEDULE

NAME _____ HEARING DATE _____
RECITAL DATE _____ REHEARSAL DATE _____
PERFORMANCE MEDIUM _____ PLACE Snider Recital Hall

THE MUSIC DEPARTMENT will arrange the following:

Publicity - posters are made for distribution Programs - 100 Programs printed on campus on campus.
Tech. Asst. - Lighting & Set-up/Tear-Down Recording - One copy will be provided for you

YOU ARE RESPONSIBLE FOR THE FOLLOWING:

Invitations Foreign Language Translations (typed)

_____ **Have you passed Piano Proficiency?**

_____ **Have you completed all Lower Division major requirements? If not, are you currently enrolled in the remaining courses during the requested term of your recital?**

6 wks _____ Schedule Faculty Hearing with your Applied Instructor (Hearing must take place at least one month prior to your recital. Turn in signed Application for Recital Form. Pick up Senior Recital Contract from secretary just prior to hearing and bring to hearing.)

6 wks _____ Pay your fee to Dept. Secretary - \$50

5 wks _____ Information/Graphics for Posters. A graphic artists is available to help you design your poster. Personal posters are your responsibility but MUST be cleared by the committee and be imprinted with the official University logo.

5 wks _____ Discuss Staging Needs with Technician

4 wks _____ Program Information - submit program pieces via email in proper order. Be sure to include all movements or song titles and birth/death dates. Also include the name of your accompanist.

Week of Recital: Programs will be in the department office of the stage crew to pick up for you.

TECHNICAL REQUEST FORM

Name: _____

Facility (Building/Room): _____

Event Date: _____ Time: _____ to _____

Rehearsal Date: _____ Time: _____ to _____

Activity or Event: _____

LOGISTICS

Recording: Stereo _____ [Multi-Track* _____ Number of Tracks _____]

MultiTrackDescription: _____

Please include a simple diagram of mic placement requirements on the back of this form

Stage Amplification: Mics ___ Stands _____

Equipment: Shell # _____ Band Risers # _____ (sm. ___ Med. ___ Lg ___)

Chorale Risers # _____ Chairs _____ Stands # _____

Piano: 7' _____ 9' _____

Harpsichord _____

Dr. Thomas' Approval (Required)

Special Needs: _____

Department Chairman Approval

Major Ensemble Directors: Please attach Stage Set-Up Sheet

* requires contact with Aron Faria or Geoffrey Mulder