

# Department of Music | Application for Senior Recital

Student Name \_\_\_\_\_

Degree emphasis (BM performance, music ed, etc.) \_\_\_\_\_

Performance Medium \_\_\_\_\_

Applied Instructor \_\_\_\_\_

I understand it is my responsibility to secure all signatures on this form and submit to the Department of Music Office within one week after the recital date.

\_\_\_\_\_  
Student Signature Date

within first 2 weeks of semester)

1. Advisor verification that student has completed all prerequisites, core courses and upper division major requirements for the degree, or is currently enrolled in the remaining courses during the recital semester, and has passed the piano proficiency.

\_\_\_\_\_  
Academic Advisor Signature Date

2. Requested recital date and time as approved by applied instructor:

\_\_\_\_\_  
Applied Instructor Signature Date

Name of accompanist and additional performers (if applicable) \_\_\_\_\_

\_\_\_\_\_  
Accompanist Signature Date

\_\_\_\_\_  
Department Chair Signature Date

8 weeks prior)

3. Schedule recital hearing date (must occur 4 weeks before recital date):

Committee/accompanist hearing date approval:

\_\_\_\_\_  
Date/Time Requested for Recital Hearing

\_\_\_\_\_  
Faculty Signature Date

\_\_\_\_\_  
Faculty Signature Date

4. Hearing date scheduled on department calendar:

\_\_\_\_\_  
Faculty Signature Date

\_\_\_\_\_  
Department Technician Signature Date

\_\_\_\_\_  
Accompanist Signature Date

Immediately after hearing)

5. Upon completion of the recital hearing, the student has:

Committee/accompanist hearing approval:

- Passed
- Not passed

\_\_\_\_\_  
Faculty Signature Date

\_\_\_\_\_  
Faculty Signature Date

\_\_\_\_\_  
Date/Time CONFIRMED for Recital

\_\_\_\_\_  
Faculty Signature Date

4 wks prior)

6. Pay recital fee. (½ hour recital \$75; 1-hour recital \$100; optional video recording \$25)

*Recital fee must be paid prior to the performance or the recital will be cancelled.  
Must pay fee to the Cashiers Office (MSR 100) using code T102. Must request two receipts.*

\_\_\_\_\_  
Department Administrative Coordinator Signature Date

3 weeks prior)

**The following will not be approved until the recital fee is paid.**

7. Submit *Technical Request Form* for dress rehearsal and recital.

\_\_\_\_\_  
Department Technician Signature (item 7) Date

8. Contact School of the Arts for posters: bbeatross@csustan.edu  
(poster is optional, design is subject to approval, cost is student responsibility)

- 9. Submit program information via email to: bbeatross@csustan.edu
  - a. titles, movements in performance order, composers birth/death dates
  - b. accompanist name/other performers
  - c. applied instructor name/degree program

\_\_\_\_\_  
Applied Instructor Signature (items 8 & 9) Date

The week after the recital)

10. Upon completion of the recital, student has:

Committee recital approval:

Passed with a grade of

\_\_\_\_\_  
Faculty Signature Date

Not passed

\_\_\_\_\_  
Faculty Signature Date

\_\_\_\_\_  
Faculty Signature Date

11. Deliver completed form to music department office.

\_\_\_\_\_  
Department Administrative Coordinator Signature Date