

# Student Recital Request Form

Senior Recital – Non-performance Emphasis  
Senior Recital – Performance Emphasis

Junior Recital – Performance Emphasis  
Other Recital

Student's Name: \_\_\_\_\_

Student's Phone: \_\_\_\_\_ Student's Email: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Recital Date: \_\_\_\_\_

Jury Date: \_\_\_\_\_

Recital Time: 7:30pm Qj gt<"aaa

Location: Roberts Hall      Other: \_\_\_\_\_

Equipment Needed:      Piano      Other:\_\_\_\_\_

Accompanist: \_\_\_\_\_

Other Accompanying Musicians: \_\_\_\_\_

Pieces to be Performed:

[illegible]

I have read the Student Recital Information:

(Student signature)

(Date)

Approved:

Instructor: \_\_\_\_\_

\*\*\*\*\* (Print)

(Sign)

''''''''''''''''''''(Date)

# Student Recital Information

## **Policies:**

- Students must be enrolled in studio instruction at the 400 level during the semester of the recital.
- Student recitals must be scheduled at least 4 months in advance.
- Student recitals must be performed during fall or spring semesters only, between the first class day and 4 weeks BEFORE the last class day, and must be on WEEKNIGHTS.
- Student recitals must not conflict with other UAH Music Department events or events of other prominent Huntsville musical organizations.
- You must have ALL music for your program in your possession before scheduling your recital.
- You must have ALL accompanying musicians confirmed before scheduling your recital.
- You must pass a jury two or more weeks before your recital.
- Juries will be scheduled two or more weeks before the recital date.  
Juries will include your private instructor and at least two other full-time members of the music faculty. Anyone performing in your recital must be available for the jury.
- Student recitals MUST be recorded, with a copy of the recording filed in the Music Department office. It is the responsibility of the student to arrange for the recording. Check with the Music Office for the names of approved students who may be available for recording using UAH equipment. It is your responsibility to contact one of these students to arrange for the recording.

## **Process:**

- Check the calendar for available dates.
- Pick a several dates that work for you, then check with your instructor AND ALL ACCOMPANYING MUSICIANS to see if they are available for any of them.
- Fill out the Student Recital Request Form, print it, and have your instructor sign it.
- Take the Student Recital Request Form to the Music Department Chair for approval.
- Take the signed Student Recital Request Form to Cil to officially schedule your recital and jury.

## **Additional Information:**

- Don't forget to schedule a dress rehearsal. To do this, contact the Music Office AFTER your recital date has been approved.
- Receptions are the responsibility of the performer and his or her family and friends. Also, do not feel obligated to provide a reception. Many recitals do not include them.
- The program must be turned in (in electronic form – email or disk) to the Music Office before the jury. The program must include all performers, titles, movements, and the composers' names and dates.
- Publicity is the responsibility of the performer. The Music Department has an email list for upcoming events. A one-paragraph synopsis of the recital should be turned in (in electronic form – email or disk) to the Music Office approximately one week before the recital.