



The  
UNIVERSITY  
of VERMONT  
Department of Music & Dance

## Recital Request Form

Name: \_\_\_\_\_ Instrument: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Type of Recital:** Senior \_\_\_\_\_ Junior \_\_\_\_\_ Other: \_\_\_\_\_

Is this recital required for your degree? Yes \_\_\_\_\_ \*No \_\_\_\_\_  
(\*see back for details)

**Facility:** Music Recital Hall \_\_\_\_\_ Southwick Ballroom (requires prior approval) \_\_\_\_\_

Other *request* (please explain): \_\_\_\_\_

**Recital Date/Time:** \_\_\_\_\_/\_\_\_\_\_ (Remember to schedule dress rehearsal times.)

**Equipment:** Students are expected to provide their own equipment unless they have received prior approval. Consult with your teacher or Area Head about gaining access to the equipment in storage if the use of department-owned equipment is approved. Equipment must be on stage at least 30 minutes before the recital and returned to storage immediately following the recital.

**Name(s) of Accompanist(s):** \_\_\_\_\_

**Special Needs Request:** \_\_\_\_\_

Signature of Applied Teacher:

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

Signature of Area Head: (print name)

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

Signature of Office Administrator: (print name)

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

(print name)

**For required Junior or Senior Recitals only:**

You need **two full-time faculty** who will attend/grade your recital (not your Level IV):

Signature of Full-time Faculty:

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

Signature of Full-time Faculty: (print name)

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

(print name)

\*This form is due in the Department Office by noon the **day before** your Level IV audition.

Updated: April 28, 2015

### **NON-REQUIRED RECITALS:**

Students in other degree programs may opt to do a non-required recital. These recitals may be scheduled in the Department of Music & Dance Office with the permission of the applied lesson teacher.

Non-required recitals must be scheduled by the applied teacher, who accepts responsibility for opening and unlocking doors and post-recital lock-up.

The recitalist is responsible for making programs.

Publicity for these recitals must be approved by the Department Office (to check for correct date, time, and other information).

The “Colodny” Steinway will not be available for these recitals.

Student pays for accompanist(s) and any other expenses related to the recital.

### **POLICY:**

**NO receptions in Music Building lobby!**

This policy applies to required recitals as well.

**Name(s) of Additional Accompanist(s):**

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