

Student Name _____

Recital Date _____

Student Number _____

Time _____

Recital type _____

Location _____

Instrument type • voice type • theory composition

Junior / Senior Recital Application / Capstone project (*check one*)

If this is a junior recital, successful continuance examination on _____

(continuance exam must be completed before a junior recital will be approved)

This form must be complete before recital date/time can be scheduled.

Email _____ • Phone _____

Class Year: _____ • Degree: BA BM

Major: _____

Type of Recital: Full Half

• **Is this recital required** for graduation?

Yes No

Student must have completed two solo recital performances a minimum of 2 weeks before the junior/senior recital date:

1) _____

2) _____

• **Faculty Evaluator signatures for your Jr/Sr recital**

This is Required for:

• *BM Performance • BM Church Music • BM Music Ed*

Faculty: By Signing this application you agree to the requested date, time and location.

teacher: _____

Recital Recording Services Requested (no charge):

Audio

Audio/Video

Audio/Video/Private Stream

(see back for details on streaming)

Assistants' names (staff and students)/instrument/year • Assistants' teacher signature (required)

Theory Composition Students have until the 2 weeks prior to the event to submit a complete list of assistants with grad year/instrument type/teacher signature. Collaborative pianist (with teacher approval) is required at time of submission.

• Complete program info to be submitted 2 weeks before performance date to barth@stolaf.edu.

Due date reminder and submission info email will be sent 3 weeks ahead of performance date.

Email Barb Barth if you'd like that information earlier

• **If using harpsichord or portativ organ:**

name of assisting harpsichordist/organist *signature* *date*

faculty in charge of harpsichord/portativ *signature* *date*

• I have reviewed this application and support it

performance studies instructor signature

What You Need to Do Before Your Junior or Senior Recital

- For additional information consult with your teacher and read through the guidelines in the *Music Handbook*: wp.stolaf.edu/music-handbook/
- This application must be complete with all required signatures to submit for a room/date/time to be held., and return it to CHM101. *Once a time and date is submitted and entered on all calendars and schedules, any changes must be submitted in writing to the recital committee and will have a \$40 fee assessed if the date/time is changed.*
- Use the **Recital Availability Calendar** to find a date:
(<https://docs.google.com/spreadsheets/d/1jVw2fOO2D3je4DQP18aeyiWyrSU-g-26BVKI0UfcJbw/edit?usp=sharing>). This will show room availability and conflict issues. Upon submission there will be one final check of calendars and schedules before confirming the date.
- Clear the date and time with all people involved ahead of scheduling your recital—your performance studies teacher, recital assistants, relatives, etc.
- A reminder email will be sent out 3 weeks ahead of the performance date to the recitalist and their instructor. This will provide the submission/set-up information and due date. Teachers should review the program information before the due date... having the program reviewed at the time the program is due does not extend the due date. Student and instructor will each receive a proof of the formatted program.
- The department will print 50 copies of your program. You can print additional copies from the final proof that you approved for printing if you'd like more than 50 copies. The department will also pay for 5 of your posters. If you are printing posters use the 00000-00001 budget code, but in the comment box at the end of the form notate: "The music department will pay for 5 copies under 00000-11230" for the 5 free copies.

Streaming Option: A private stream is available with a private URL to share with family and friends for a limited time. Whether or not to stream should be a conversation between the student and his/her teacher. Concern about quality is a risk the student takes. The URL can be pulled by request at any time and permanently disappear. A PDF of your program will be attached to the online stream. There is no fee for any of these recording options.