GEORGE MASON UNIVERSITY SCHOOL OF MUSIC
RECITAL SCHEDULING FORM SPRING 2017

Performer's Name: _____ **Instrument**:_____

Recital Venue: _____ **Applied Instructor:**_____

Phone: _____ **E-Mail:** _____

Recital type: ____ Education ____ Performance ____ Composition ____ Conducting ____ Non-Degree
Level of Study: ____Junior ____Senior ____Graduate ____ Doctorate

Recital Date: **Performance Time:** **Arrival Time (1 hour prior):**

_____ _____ _____

Important Dates to Remember:

On-Campus Recitals:
November 11, 15, 16, 17, 18, 10:30 AM – 2:30 PM: Scheduling Appointments

Friday, December 9, 2016 (5pm deadline): **Recital Scheduling Form due to Bridget Higgins (A417N)**
Incomplete or late forms will result in your recital date and time being removed from the calendar.

Monday, January 30, 2017 (5pm deadline): Technical Requirements due to Operations (online form).
You will receive a link to complete your technical requirements via email during the 1st week of classes of Spring 2017.

Monday, February 6, 2017 (5 pm deadline): Last day to schedule a Dress Rehearsal.
You may not add a dress rehearsal until your technical requirements are completed and turned in. Students are allowed ONE scheduled dress rehearsal. Dress rehearsal dates will be available the 2nd week of Spring classes and CANNOT be rescheduled.

Off-Campus Recitals:
Monday, January 30, 2017: Off-campus Recital Scheduling Forms due to Bridget Higgins.
All off-campus recitals must be completed by May 9, 2017.

Receptions cannot be held in the performance spaces. Please make arrangements for an off-campus or Johnson Center reception.

Signing this form is a declaration of the applied instructor, area coordinator, student, and accompanist's approval and commitment to the recital date, time, location, and procedures stated above.

Applied Instructor Approval _____ Signature _____ Date

Hearing Date (Vocal ONLY) _____ Signature _____ Date of Hearing

Accompanist Name and Email (Vocal, Winds, Brass, Strings ONLY) _____ Name _____ Email

Accompanist Approval _____ Signature _____ Date

Area Coordinator Approval _____ Signature _____ Date

Student Signature _____ Signature _____ Date

On-campus recitals CANNOT be scheduled after December 9, 2016