

## **Student Recital Requirements**

### **Degree Recital Requirements for B.M., B.M.E. and B.A. Music**

- Music Performance majors must present two recitals.
  - Junior (25-30 minutes of performance time).
  - Senior Recital (50-60 minutes of performance time).
- Music Education and BA Music majors must present one half recital.
  - Senior Recital (25 minutes of performance time).
  - Students presenting half recitals are expected to share their recital with another student.
- A hearing/recital (evaluation) committee is required for all recitals.
- Students must register for the appropriate recital course: MUSP 390 (Junior Recital) and MUSP 490 (Senior Recital).

### **Recital Requirements: Non-Degree Recitals**

- Music majors may give a junior or senior recital on campus with the permission of their applied teacher and Division Chair.
- Non-music majors may present an optional recital on or off campus with the approval of their teacher and Division Chair.

The Student Recital Handbook, link to the recital application Google form, list of available dates and venues, recital program template and previous examples can all be found at [friends.edu/studentrecitals](https://friends.edu/studentrecitals). Students and faculty should refer to the information on this page before scheduling a recital or contacting the Fine Arts Events Coordinator.

## **Recital Hearing, Jury Requirement and Evaluation**

- All degree recitals will be evaluated by a 3-person committee/panel. Committee members, fulltime faculty if possible, should be composed of the following:
  - Student's applied teacher.
  - Student's advisor if not the applied teacher.
  - A faculty member from outside the performance area but within the Music Department.
  - Another teacher from the same performance area, if needed.
- Evaluations of the recital by your panel will be forwarded to the applied instructor and will include:
  - A pass/fail decision for the hearing.
  - Repertoire evaluation form completed by the applied teacher verifying that the recital repertoire meets predefined expectations for the instrument and degree.
  - Completed recital evaluation/rubric form from all committee members.
  - A letter grade from the committee for the recital performance.
- Successful completion of a recital(s) is a degree requirement for the BM, BME and BA Music degree. For BM students the recital grade will be entered as the grade in MUSP 390 (Junior Recital) and MUSP 490 (Senior Recital).

### **Scheduling a Recital**

- Students are responsible for scheduling their degree recital, dress rehearsal and hearing dates in consultation with the Fine Arts Event Coordinator (Leigh Barton-Green), Director of Technical Services (Bob Hett), the applied instructor, committee members, required collaborative musicians or pianist, and Division Chair (Dr. Nathanael May).

- Students will refer to the list of available dates, times and venues before coordinating their recital and dress rehearsal with all parties involved. *There are limited dates available - these are chosen based on the availability of the venues and Fine Arts and campus calendars. Recitals during Finals Week are not permitted unless there are unmitigated circumstances.*
- Recitals and dress rehearsals will take place at either 2 p.m. or 7:30 p.m.
- All parties must confirm their availability before the student submits their application.
- Applications for recitals and dress rehearsals will be submitted by Google form during an application window determined by the Division Chair. Faculty and students will be notified when the Google form goes live, and of the available dates, times and venue in advance.
- Students must submit a first, second and third choice for both their recital and dress rehearsal.
- Students will have 7 days to submit their choices via Google form. If they do not meet this deadline, they will not perform a recital during the current semester.
- If multiple students request the same date, they may be asked to share the recital date.
- Recital applications will be reviewed on a first-come first-served basis. The earlier the application is submitted, the greater the chance their first choice will be approved. The Fine Arts Events Coordinator will email the student to confirm what days/times have been allocated to them.
- Once your dates have been confirmed by the Fine Arts Events Coordinator, students will submit Outlook Calendar invites for the recital and dress recital to the following;
  - RECITAL: Panel, pianist/collaborative musicians (if applicable), Fine Arts Event Coordinator, and Director of Technical Services.
  - DRESS REHEARSAL: Applied instructor, pianist/collaborative musicians (if applicable), and Fine Arts Event Coordinator.
- If a dress rehearsal, recital, or hearing must be rescheduled, the student must inform all parties immediately and update Outlook Calendar invites for the involved parties with the latest information. Students may only reschedule once. Additional rescheduling will require approval from the Division Chair, and only under unmitigated circumstances.
 

**The following reasons will not be considered:**

  - Lack of preparation
  - Conflict with ensemble rehearsal, concert, or other obligation
  - Unavailability of recital participants (accompanist, ensemble members, etc.)
  - Outside gig or performance opportunity, including auditions

### **After the recital and dress rehearsal dates are confirmed...**

- Students will then be required to schedule a hearing in consultation with their applied teacher, pianist/collaborative musicians, and committee members. Contact the Fine Arts Events Coordinator to establish room availability. This can take place in any available room with a piano, at any time during the day.
- Hearings must take place at least two weeks prior to the recital performance date. Students must petition the Division Chair in writing to be hold a hearing less than two weeks prior to the recital.
- Students must submit a recital program draft to the Division Chair one week before their hearing for review.

- The student must bring the final draft of their recital program (printed) to the hearing for review by the committee. This is a requirement to pass the hearing.
- During the hearing, members of the panel listen to all or a portion of the recital program and use the music recital rubric for evaluation.
  - If the hearing is passed, the recital will be presented as scheduled.
  - If the hearing is failed, the recital will be canceled or rescheduled, with a required second hearing.

### **The Dress Rehearsal**

- One rehearsal in the performance space may be scheduled.
- The dress rehearsal must take place within a week of the recital date.
- Committee members are not expected to attend the dress rehearsal; however, the scheduled date must allow for the pianist/collaborative musicians and applied teacher to attend.

### **Cost**

- It is the student's responsibility to obtain and pay for their accompanying pianist/collaborative musicians. The pianist has the right not to play for the student if they are behind in payment(s).
- There is no cost for use of the university facilities for Friends University music students for recitals.
- A reception following the performance is optional. Refreshment costs are the responsibility of the student. Tables, tablecloths and serving ware are available to use free of charge from the Fine Arts office. Equipment must be cleaned before returning and be in the same condition as the student received it. Please contact the Fine Arts Events Coordinator at least 1 week before the recital with your requests for equipment.

### **Recital information**

- Students should provide their own volunteers to turn pages, pass out programs, hold the curtain, serve refreshments, run a livestream, etc.
- Technical assistance will be provided as follows:
  - Three lighting cues: house full, house at half, performance.
  - Sound (mics, speakers, etc.) as needed.
  - Recording - a digital video file will be provided free of charge. \*Additional formats, editing and cameras are available at cost to the student. Please see the Fine Arts office for package pricing.
  - An iPad and stand can be borrowed from the Fine Arts office for livestreaming purposes.
- Intermissions should be limited to 10 minutes. No intermissions are scheduled for half recitals.

### **Recital Program**

- The recital program (approved by the applied instructor) must be submitted to the Fine Arts Events Coordinator one week prior to the recital. Final approval of the program rests with the Division Chair. Programs not submitted by this deadline will not be printed by the Fine Arts Division.
- The program should include (without spelling errors):

- Performer's name and instrument or voice type.
- Pianist's name.
- Other participants' names with instrument/voice type.
- Title and composer with composer's birth and death dates for each work to be performed.
- Translations for works in a different language.
- Program notes, as applicable.
- Include *"Student Name is a student of applied teacher's name."*
- Include *"This recital is in partial Fulfillment of the Bachelor of Music in (Performance or Education whichever is appropriate) or Bachelor of Arts in Music."*
- Students can design their own program. A template is also available at [friends.edu/studentrecitals](https://friends.edu/studentrecitals) along with previous examples. Students are limited to two inside pages, front and back cover to include recital information. Additional page inserts are the responsibility of the student to format and print.
- Programs must include a QR code to [friends.edu/fineartstickets](https://friends.edu/fineartstickets). A copy of this can be found at [friends.edu/studentrecitals](https://friends.edu/studentrecitals). You must include the phrase "Scan here to view upcoming Fine Arts events".
- The Fine Arts Division will print 5 color copies and 30 black and white copies of the student's program for in-person performances. Additional copies are the student's responsibility to print.
- The Fine Arts Events Coordinator is not responsible for editing, designing, or spellchecking the recital program. The program must be received in a print-ready format, with correct page order and alignment. Acceptable files include PDF, PNG, JPEG.
- Contact the Fine Arts Events Coordinator if you need help in arranging your recital program before you start designing. They are happy to provide design tips and advice.
- The Division Chair reserves the right to make edits or request changes as necessary.

## Recital Promotions

- The Fine Arts Division can advertise your recital in the following ways:
  - Print and display 10 posters around campus. The student is responsible for creating a poster.
  - Slide on the gallery/atrium televisions.
- These materials must be provided at least 2 weeks before the recital. If this deadline is not met, your recital will not be advertised by the Fine Arts Division.