

# RECITAL PERFORMANCE REQUEST

This form must be submitted no later than **Ten (10) Weekdays** prior to the recital date, **Twenty (20) Weekdays** for junior and senior recitals. **INCOMPLETE FORMS WILL BE RETURNED TO THE STUDENT.** Approval of requests will be confirmed no later than five (5) weekdays before general recitals, ten (10) weekdays before junior and senior recitals. When more requests are received than can be accommodated on a general student recital, acceptance is determined **by order of receipt.** Students who cannot be accommodated will automatically be placed on the next recital.

Students Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Requested Recital Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Instrument/Voice Part: \_\_\_\_\_ Total Performance Time: \_\_\_\_\_

For General Student Recitals, **TYPE** the program entry below. For Junior and Senior Recitals, **TYPE** the complete program on a separate page. **ALL ENTRIES MUST FOLLOW THE FORMAT GIVEN IN THE MUSIC STUDENT HANDBOOK.** Information provided must be complete and accurate for approval. For junior and senior recitals, **the program must be furnished on a disk within 72 hours of approval.** Approved program notes, approved, for senior recitals in final form must be submitted with this request. This includes translations, approved by voice instructor, for vocal students.

**Example:**

Sonata, Op. 14, No. 2  
Allegro  
*My Favorite Things (Sound of Music)*

Ludwig van Beethoven  
(1770-1827)  
Richard Rodgers  
(1902-1979)

Luisa don Diva, soprano  
Vincenzo von Virtuoso, pianist

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Signature of Student: \_\_\_\_\_

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

Applied Instructor Signature: \_\_\_\_\_

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

Approved By: \_\_\_\_\_

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