

**School of Music**  
**NON-REQUIRED RECITAL APPROVAL FORM**

**Take this completed form to HFAC Scheduling in C306 HFAC (inside de Jong north lobby) to schedule your non-required recital and receive your set-up packet.**

*In fall/winter, the following spaces are generally available for non-required recitals: E250, E251, E335, E353, E371, E379, E400, E432 HFAC; 229, 313 UPC; 151, 251 TNRB; B092 JFSB and 321 MSRB. In addition to these, in spring/summer the Madsen Recital Hall in the HFAC is available.*

**Name** \_\_\_\_\_ **Phone #** \_\_\_\_\_ **Student ID** \_\_\_\_\_  
*Best # to reach you*

**Email address** \_\_\_\_\_ **Major & Emphasis** \_\_\_\_\_

**Semester of Recital** \_\_\_\_\_ **Instrument** \_\_\_\_\_

**Reason for Recital** \_\_\_\_\_

**Solo or Group Recital?** \_\_\_\_\_

**If group recital, names of other participants** \_\_\_\_\_

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**REQUIRED SIGNATURES**

**By signing this form, I acknowledge this student's request and eligibility to perform a non-required recital during the requested semester.**

\_\_\_\_\_  
*Printed Name of private lesson teacher  
or faculty member associated with major  
(must be a full-time faculty member)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*HFAC Scheduling Representative*

\_\_\_\_\_  
*Date*