

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

Take this completed form to Music Scheduling in C306 HFAC (inside de Jong north lobby) to schedule your non-required recital, after which Music Scheduling will email you a survey so that you may state any resource needs. Student must pay for all expenses associated with this recital.

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

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Student ID \_\_\_\_\_

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

Instrument \_\_\_\_\_ Solo or Group Recital \_\_\_\_\_

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

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

Proposed Date of Recital \_\_\_\_\_ Proposed Location \_\_\_\_\_

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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*

**Total estimated costs (provided by Associate Director: Performance):** \_\_\_\_\_

\_\_\_\_\_  
*Signature of Associate Director: Performance (Alex Woods)*

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

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

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