

So You are Going to Give a Recital

This handout is designed to provide all of the necessary information you need to have to give a recital in the PSU Department of Music. Ultimately, it is **your** responsibility to adhere to the Departmental Guidelines for giving a recital. Please work with your studio teacher to make sure you've addressed all details. Remember that BM Performance Emphasis students must complete the piano proficiency requirement before being allowed to present their senior recital.

(Music Education students must complete piano proficiency before being allowed to student teach.)

Select your Repertoire

This needs to be done in a timely manner so that you can get the music to your accompanist with ample time for preparation. Your studio teacher will help you select your repertoire.

Secure an Accompanist

If your recital is a required recital (Graduate, Senior, Junior), the department will fund the use of one of our approved departmental professionals at the rate of \$30 per hour, up to a total of \$210. This fee pays for 6 hours of rehearsal and the recital. Any additional rehearsal time will need to be negotiated between you and your accompanist. Your studio teacher is aware of the parameters of this fund.

Secure a Recital Date

Fill out one of the recital request applications available in the music office. This should be done at least 3 months prior to the date you have in mind. You will need your studio teacher's signature on this form. Submit the completed application to the music office, along with the required \$15 recital fee. If you are doing a joint recital, both performers must pay the fee. You will receive an email notification when the date has been confirmed.

Assemble Your Hearing Committee

You must assemble a committee of three faculty, which will include your studio teacher and two other faculty from the department. This should be done well ahead of the hearing date.

Schedule your Recital Hearing

The date of your recital hearing should be scheduled soon after you have set your recital date. Your recital hearing must be held no less than two (2) weeks prior to your proposed recital date. Only under extreme circumstances will this policy be modified. Performances of chamber works must also be approved through the Recital Hearing process.

Make your Program

In collaboration with your studio teacher, prepare your program according to the guidelines attached. Your program must be submitted to your Recital Hearing Committee at your hearing. They will review the program and give their approval.

Recital Hearing Committee Approval

Your hearing committee will either approve or disapprove your hearing. If they approve, all three committee signatures must appear on the form. This will be submitted to the Music Office for final preparations.

Recording/Programs

As part of your \$15 Recital Fee, you will receive a CD recording of your performance and 75 copies of the program. If you wish to hire a professional to come in and use the recording equipment, that is your choice, but the entire \$15 Recital Fee is still required.

Backstage Manager

It is the student's responsibility to secure a backstage manager for student recitals.

- Select your Repertoire _____
- Secure an Accompanist _____
- Secure a Recital Date _____
- Assemble Your Hearing Committee _____
- Schedule your Recital Hearing _____
- Make your Program _____
- Recital Hearing Committee Approval _____
- Secure a backstage manager _____
- Give a **GREAT** Recital _____

Recital Signature Page

Date of your Recital Hearing_____

(This date MUST be at least two weeks prior to your recital)

Program submitted to Hearing Committee_____

Signatures of Hearing Committee giving approval to give recital as planned

1)_____

2)_____

3)_____

Please return this form to the Department Chair for final recital approval.