

Junior and Senior Recital Proposal Guidelines

Due: Friday of mid-term week

- Below is the outline your recital proposal should follow. There is an example of a proposal on the next page.
- Once you've created your proposal:
 - Submit one digital copy via email to the Program Assistant.
 - Submit on hard copy to the Program Assistant in room 114. Both you **and** your instructor **must** sign this paper copy.

OUTLINE:

Semester of Recital, Year, Recital Request

Student Name
Major and Instrument
Student Shepherd Email
Student Phone Number

Dear Music Department Faculty,

[Brief Paragraph(s) requesting recital. Include name of applied instructor.]

Respectfully Submitted,
Student Name

Proposed Recital Dates:

- Day of Week, Month, Day, Year
- Day of Week, Month, Day, Year
- Day of Week, Month, Day, Year
- Day of Week, Month, Day, Year
- Day of Week, Month, Day, Year

Recital Program:

Song 1, Composer Info, (Approximate Time)

Song 2, Composer Info, (Approximate Time)

Song 3, Composer Info, (Approximate Time)

...etc.

TOTAL TIME: Act I (Time) Act II (Time) Total Recital: (Complete Run Time)

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

After the above paragraph, you will list requested dates for your recital:

- *List 5 different dates.*
- *Recitals take place on Sundays at 3:00pm and 5:00pm. Occasionally, recitals can take place on Fridays at 5:00pm.*
- *Students should check the school academic calendar online for holidays and breaks and the Music Department calendar for concerts, to avoid using those dates.*
- *Students must check with their private instructor to choose dates that work within their schedule, as the applied instructor is required to attend the recital in person.*

Example

Katie A. Student
B.M-Vocal Performance
kstudent01@rams.shepherd.edu
(304)-555-1234

Spring 2016 Senior Recital Request

Dear Music Department Faculty,

I would like to request permission to perform a Senior Vocal Recital in the spring 2016 semester. I have consulted with my applied teacher, Dr. Notes, and received his approval on all the pieces listed below. With Dr. Notes, I have crafted a program that fits the time guidelines outlined in the Vocal Area Guide.

Respectfully Submitted,
Katie A. Student

Proposed Recital Dates:

- Sunday, February 14, 2016 - 3pm
- Sunday, February 7, 2016 - 3pm
- Sunday, February 21, 2016 - 3pm
- Friday, February 5, 2016 - 5pm
- Friday, February 19, 2016 - 5pm

Recital Program:

“V'adoro Pupille” from *Guilio Cesare*, (5:30)
George Frideric Handel (1695–1759)

“Sole e amore,” (2:00)
Giacomo Puccini (1858–1924)

“Beau Soir,” (3:00)
Claude Debussy (1862–1918)

“Clair de Lune,” (3:00)
Gabriel Faure (1845–1924)

Le Courte Paille:

II. Quelle aveture! (1:00)

IV. Ba, be, bi, bo, bu (0:30)

V. Les anges musiciens (1:30)

Francis Poulenc (1899–1963)

“Verborgenheit,” (2:30)
Hugo Wolf (1860-1903)

“Allerseelen,” (3:30)
Richard Strauss (1864-1949)

INTERMISSION

Emily Dickinson Songs:

Vincent Persichetti (1915-1987)

II. "I'm Nobody," (1:30)

IV. "The Grass," (3:00)

"Someone to Watch Over Me," from *Crazy for You*, (3:00)

George Gershwin (1898-1937)

"Can't Help Singing," from *Can't Help Singing* (1:30)

Jerome Kern (1885-1945)

Must the Winter Come So Soon? From *Vanessa* (3:00)

Samuel Barber (1910-1981)

Loveliest of Trees (2:00)

I Carry Your Heart (2:30)

I Can't be Talkin' of Love (1:30)

John Duke (1899-1894)

Chansons de Bilitis

1. *La Flûte de Pan* (2:30)

2. *Le Tombeau des Naiades* (3:00)

Claude Debussy (1862-1918)

Length of Time: Act 1 Total (21:30) Act 2 Total (23:20) Total Recital 45:00

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

Junior and Senior Recital Proposal Checklist

Before your proposal:

- You have permission from your applied instructor
 - Approval for which semester you will perform a recital.
 - Approval of each individual piece performed.

In your proposal (please note, no handwritten proposals will be accepted):

- Student Contact Information
- Brief paragraph to the Music Faculty requesting a recital
- Five possible recital dates
 - (Consult Music Calendar online at www.shepherd.edu/music to ensure available dates/times.)
- Complete List of repertoire
 - Title of piece
 - Composer & Composer Dates
 - Approximate Time
- Total time of repertoire
 - Junior Recital: Must total 25 minutes
 - Senior Recital: Must total 45 minutes
- Student Signature
- Applied Instructor Signature

After creating your proposal:

- Print off your proposal
- Get your Applied instructor's signature
- Turn in to Program Assistant no later than the Friday of midterm week.
 - Submit hard copy to Program Assistant (Office 114)
 - Email an electronic copy to Program Assistant (the time stamp on the email will be used to determine the order in which recital date preference is determined)

The faculty will review each proposal. After all of the proposals have been reviewed, a date will be assigned for each recital, and a notification will go out to the students. This process may take up to three weeks after the Friday of midterms.

Once your recital is approved:

- Submit all accompaniments to the Coordinator of Keyboard studies by assigned date.
- Register for Junior or Senior Recital on RAIL
- Submit the program materials in a Word document via email for the printed program to Program Assistant (Office 114) at least three weeks prior to your assigned recital date. This includes:
 - Performer Biography
 - People to thank
 - Repertoire
 - Any program notes