SENIOR RECITAL GUIDELINES

Requirements

All music majors, regardless of degree, are required to present a senior recital to the satisfaction of the music faculty. Such a recital will be presented only upon the approval of the student’s Senior Recital Hearing Committee. [This committee will consist of the student’s private teacher, a faculty member from a related applied area, and a faculty member outside the candidate’s performance medium.] The student must be enrolled in Music 19-499 (Senior Recital and Seminar) for one credit hour and in applied music with the student’s major instructor for 1-2 credit hours during the trimester of his/her recital. The senior recital may not be attempted sooner than the third trimester of the upper level of applied study. Passage or failure is determined by committee member consensus.

Effective with the start of the Fall 2000 Trimester, B.S.Ed candidates must schedule their senior recital prior to their professional trimester. As always, students must adhere to departmental standards/policies concerning scheduling, format, additional performers, and printed materials relative to the senior recital, as discussed in the following paragraphs.

Senior recitalists must prepare a minimum of 25 minutes of music in the major area. If recitalists wish to present selections in secondary performance areas, they must present these along with those in the major performance area before the Recital Hearing Committee and be studying with Northwest faculty members in all applied areas during the trimester of the recital. All assisting musicians must be approved by the soloist’s private teacher. [Note: Senior recitalists must have achieved Upper Division Standing in secondary applied areas.]

The presentation of a senior recital shall follow one of these three formats:

A. Two students will present a joint recital, each presenting twenty-five (25) minutes of music on his/her major instrument/voice;
B. A student will perform a program of forty-five (45) minutes of music in his/her major applied area without guest soloists and without ensembles in which the featured recitalist is not a member;
C. A student going for extended certification who has achieved upper division standing in the secondary applied area may present a forty-five (45) minute recital, of which a minimum of twenty-five (25) minutes must be performed on the major instrument/voice, while the remainder can be in the secondary applied area.

Seniors soloists who will be sharing their recital with another senior recitalist must complete the Senior Recital Date Authorization Form and obtain signatures of approval from all instructors, accompanists, and soloists before the date will be scheduled.

Recitalists will fill out a Senior Recital Request Form (available in the Fine Arts Office) no later than 60 days prior to the performance date. This form will supply the following information: (a) name of the featured recitalist; (b) name(s) of any collaborative musicians; (c) title, composer, and length of all compositions to be performed as well as total time length of performance; and (d) the signature of all members of the Recital Hearing Committee.

Music performed by vocalists and pianists must be from memory. All instrumental majors are required to perform a changer music work on their senior recital. The accompanist fee must be established between soloist and pianist and must be paid prior to the performance.

Music minors are eligible to perform senior recitals, provided they:

1. Pass the upper-level qualifying exam in the applied area.
2. Complete the proper level of hours of lower level and upper level applied study.
3. Adhere to the same requirements as music majors with regard to all aspects of the recital, including but not limited to: advanced standing hearing, recital hearing, length of recital, structure of recital, printed materials, scheduling, etc.

Hearing

Recitalists must pass a hearing before their committee. They are permitted to have a maximum of two hearings per trimester. The hearing must take place at least fourteen (14) days prior to the actual performance date. Recitalists will be prepared to perform any music on their program as requested by the committee.

The one-page program format (which follows on page 33) is the standard for all senior recital programs and must be submitted to the soloist’s committee at the time of the hearing. The recitalist should provide a draft copy of the program for each
committee member. Senior recital programs that fail to honor this format will not be distributed. Additional biographical information, song translations, and various types of analysis, if desired, should be furnished using separate handouts.

The grade for the Senior Recital is determined by the Recital Hearing Committee immediately following the senior recital performance. Each member submits his/her grade on an appropriate form to the Committee Chair. The Committee Chair then calculates the course grade using the following weights: the private teacher’s grade counts 60 percent, while the grades from the other two committee members each count 20 percent. (The chairperson of the Recital Hearing Committee is the senior recitalist’s private teacher.)

**Scheduling the Use of Auditorium Facilities**

The scheduling of senior recitals and group performances is accomplished through the cooperation of the soloist's applied instructor and ensemble conductor, respectively. Students who wish to schedule senior recitals must complete a Senior Recital Date Authorization Form and obtain all of the proper signatures; turn this completed form into the Office Manager, who will confirm availability of the Charles Johnson Theater. Only recitals who have the proper authorization and are approved by the music faculty will be added to the calendar and recital schedule.

**REMINDER:** It is the student's responsibility to select a date which is not in conflict with any other music event as well as making sure that the auditorium is available on their preferred date and submitting the proper paperwork to reserve the facilities. Use of the auditorium for rehearsals must also be scheduled with the cooperation of the applied instructor. It is also strongly recommended that students arrange a date for their dress rehearsal while scheduling the actual recital date.
Senior Recitalist's Check List

- Decide, with your applied teacher, if you want to share a senior recital (25 minutes of music per person) or have a single recital (45 minutes of music).
- Discuss possible dates for your recital with your private instructor (and any co-recitalists). Effective with the Fall 2000 Trimester, senior recitals shall be scheduled at the following times only: Monday through Friday at 8:00 p.m. or Sunday at 2:00 p.m., 5:00 p.m., or 8:00 p.m. The Senior Recital Date Authorization Form, complete with all signatures, will be accepted beginning with the first day of classes in the fall trimester (for recitals to be scheduled during that academic year). Check with the department secretary to make sure there are no schedule conflicts with the Music Department’s master calendar of events and that the recital hall (CJT) is available for the date you want.
- It is advisable to also reserve the facilities for your dress rehearsal at the time you are scheduling your senior recital to ensure procurement of the rehearsal hall (check with your private teacher and accompanist about the date and time beforehand this).
- Plan music with your applied teacher.
- Practice daily.
- Ask any assistant musicians that you plan to have on your recital (AFTER discussing it with your applied teacher).
- Make financial arrangements with your accompanist. He/she is usually paid a flat fee in addition to minimum wage for each hour he/she works with you when studio teacher is not present.
- Ask selected faculty members to serve on your Recital Hearing Committee. The Recital Hearing Committee will consist of the soloist’s private teacher, a faculty member from a related applied area, and a faculty member outside the candidate’s performance medium.
- File Senior Recital Request Form (with all selections timed and listed) in the Music Department Office 60 days prior to your recital date (list all music to be performed and the time length of each composition). Be sure you have enough music to meet the requirement (see #1 above).
- Always get all of your accompaniments on tape (preferably in order).
- Keep practicing.
- Make arrangements for ushers.
- Make arrangements for a stage manager.
- Make arrangements for a page turner, if the pianist desires one.
- Set a hearing date, which must be at least two weeks before the recital date (make sure your teacher, all other members of your hearing committee, your accompanist, and any assisting musicians are available).
- Prepare your recital program. Follow the format provided within this Music Student Handbook. This must be presented at your Recital Hearing in the appropriate format. Please be sure to review it with your private teacher before taking it to the printer.
- Take the program to the printer at least two to three weeks before the recital (after you have passed your hearing); (this is your expense). If you take your program locally to Rush Printing and can provide your document on disk in an approved format, you can a few dollars in typesetting costs. Call 582-5861 for more information.
- Still keep practicing.
- Have program notes/translations typed and photocopied, if you desire to use them. The Copy Center on campus is the most economical method (this is also your expense).
- Make arrangements for recording your recital (audio and/or video). Buy tapes and ask someone to do it. If you wish to have a more professional audio recording on CD, we recommend contacting the following individuals: Mark Reinig at Max Stout Studio at 660-928-3603 and James Palmer at 582-2511.
- Insist that your stage manager, page turner, and anyone/everyone who is involved on stage or backstage be present at your dress rehearsal (women, please wear the shoes you will be wearing for the performance).
- Have your stage manager set pre-recital lights: house - full; stage - at about half. Just before your entrance, have the stage manager do a slow cross-fade; dim house to 4 or 5 and bring stage up full. Remember . . . never leave your audience in the dark and people want to be able to see their programs.
- Be sure to sleep and eat correctly.
- Enjoy the performance!!
Optional Items for Consideration:
1. Reception -- it should not be the focus of your attention.
2. Flowers and gifts for assistants.
3. Invitations to recitals.
4. Posters/flyers announcing your upcoming recital.

Required Format for Senior Recital Program

Department of Fine and Performing Arts
College of Arts and Sciences
Northwest Missouri State University
presents

(name of soloist)
(name of accompanist)
(Optional: Listing names of guest musicians)
in

SENIOR RECITAL

(day and date of recital)
(time of recital)
Charles Johnson Theater

PROGRAM

(list of selections and composers)

This recital is presented in partial fulfillment of the requirements for the degree of (degree name). (name of soloist) is a student of (name of soloist’s teacher). (names of musicians) are members of (names of professional organizations).