

Student Recital Contract

FACULTY APPROVAL FORM

Version 5.0 (Fall 2021)

Obtain Faculty Approval

Students must be registered for applied study during the quarter their recital is given (*exception: DMA candidates who are approved and registered for Continuation*). And applied professors must provide their signatures to confirm their students assigned recital slots.

Students should upload their completed contract approval using the electronic **Student Recital Contract** form in the “Confirm Your Recital” section of the website (see below). **NOTE:** Students may also upload a PDF or screenshot of their professor’s email approval, which should contain authorization of the recital date and time.

Register for Recital Credit

Students must also register for the appropriate course number, under the correct performance area, in the quarter their recital will be given. Students performing informal recitals should register for course number 305 (“Optional Recital”).

Using the electronic **Student Recital Contract** form, students must upload a copy of their course schedule either as a PDF or a graphic file to confirm their recital slot.

Confirmation Deadline

To confirm their assigned recital slot, students must submit their recital contract materials **ONLINE** using the electronic forms at <http://music.northwestern.edu/student-recitals>, no later than 5 P.M. on the date of the designated deadline.

Part 1 – Student Information

Name *(first and last)*

Email Address

 @u.northwestern.edu

Instrument / Voice Category

Applied Professor

Applied Professor Email Address

Part 2 – Recital Information

Degree Program *(choose one)*

- Doctor of Musical Arts (DMA)
- Doctor of Philosophy (PhD)
- Master of Music (MM)
- Bachelor of Music (BM)

Assigned Recital Slot

 DAY of WEEK MONTH & DAY RECITAL START TIME VENUE

Part 3 – Signatures & Approvals

With my signature below, I agree to follow the terms and conditions of the Student Recital Scheduling policy guidelines.

Student Signature

Date

The student named above is authorized to give a recital on the date and time listed above.

Applied Professor Signature

Date