



**MEMO**

from Lawrence De Pasquale  
Administrative Assistant, Department of Music  
to Student Recital Candidates

The attached sample will help you prepare your program copy for your jury. Voice majors may also have one additional piece of paper measuring 5 1/2 x 8 1/2" for translations of art songs and Lieder. The music library has some literature for your assistance.

music education majors are required to perform 30 minutes of music, but may perform a full recital (50 minutes) on the recommendation of their studio professors. Music education majors may consider performing joint recitals. Your audience will be doubled and twice the literature will be performed. Applied music majors must perform 50-minute recitals in each of their junior and senior years. No recitals may exceed 60 minutes of performance time.

A typed copy of your recital program with timings must be presented at your jury. upon successful completion of the jury, your applied teacher and each juror must sign the program. Take your signed program with the pink check list sheet to Mr. McGee, the Theater Arts Manager. His office is at the backstage entrance to the Concert Hall.

A three week in-advance jury policy allows you time to reflect on your jury performance and to deal with any suggestions the panel may have for your recital, and allows for our staffing needs to prepare for your performance. The services we provide you with include typesetting your program. Programs submitted at your jury that are not in the proper format or that are not signed by faculty will be rejected, and if your jury is less than 21 days (3 weeks) before your intended recital date, you will be asked to re-schedule your recital.

The upstairs lounge may be used for receptions after recitals. In the event of successive recitals, please be sensitive to successive receptions. You may wish to share some reception expenses (table coverings, flowers, for instance).

Please advise your relatives and friends that the use of photographic and recording equipment **violates the federal law and** our understanding with the American Society of Composers and Publishers. You may pose on stage after the recital for pictures. Your recital will be recorded by Mr. Todd and tapes or discs are available to you at a very nominal cost usually within a week after your performance.

*revised July 1996*

## RECITAL PROGRAM INSTRUCTIONS

1. Type your program according to the layout on the attached yellow sheet and return it to the Theater Arts Manager (Concert Hall backstage entrance) **no less than 3 weeks before the recital**. Your program will not be accepted unless it is typed and signed by your studio professor and each member of the jury panel.
2. The heading should read **Junior Recital or Senior Recital**,
3. Use your proper name and middle initials at the heading, and underline the instrument or your voice part.
4. Include the name and instrument of your accompanist or any assistants, if applicable.
5. Give only the **last name** of the composer unless he or she would not be recognized. (Scarlatti, Bach, Reubkc, and many 20th-century composers ill require the first name.)
6. Where appropriate, include the catalog name and number or an opus number:

JS Bach	BWV number
Mozart	K number
Schubert	D number
Haydn	H number

7. Spell out keys: Eflat, Csharp. We capitalize both major and minor. 8. List names of movements (these are usually tempo indications).

9. Include the timing for each composition, needed by the audio engineer for taping your recital.

**Programs that are submitted without timings will be rejected.**

10. Arrange your program in exact order of performance. If there is to be an intermission, place it accordingly.

11. For a single movement from a larger work, list the title, then in parenthesis give the title of the work. For example:

Handel O thou, That Tellest Good Tidings to Zion (Messiah)

12. Option: the name of an assistant who is playing for one Work only may be listed following the title of that composition, or at the program heading, but not in both places. An assistant who is playing for more than one piece should be listed in the heading, and not repeatedly in your program.

13. Include your curriculum on the bottom **OF** the program, exactly in this manner:

*In partial fulfillment of the requirements for the degree*

*Bachelor of Music (Music Education)*

*OR*

*Bachelor OF Music (Applied Music)*

*OR*

*Bachelor oJ'Mus1c (Jazz Studies),*

14. Include that you are a student of \_\_\_\_\_ (your studio professor). Some teachers prefer that they not be listed, so ask before including this in your program.

15. Your program should contain the room, date, and time of performance. Most often the room is Boyd Recital Hall.

**PRINTED PROGRAM LAYOUT**

*Your copy should include ALL MATERIAL below the solid line.*

Program for the 199\_\_\_\_ - \_\_\_\_\_ Season

Junior (or) Senior Recital

Liza Lumpwapper

soprano

Herman Hollingsworth, piano  
assisted by Deanna Troi, flute

MINUTES

20	Beethoven	Sonata in A-Flat Major, Op. 110 Allegro moderato Lento espressivo-Allegro molto-Adagio Scherzo: Vivace Allegretto grazioso ma non troppo
3	J.S. Bach	Aria: Bist du bei mir, BWV 359
6 1200	Schubert	Prelude in A Major, Op. 11, No. 5, D.

INTERMISSION

6	Handel	Recitative: Comfort ye Aria: Ev'ry Valley (from The Messiah)
11	William Kraft	French Suite for Percussion Solo Allemande Courante Saraband Gigue
9	Faure	Lydia Adieu Mandoline Pie Jesu

In partial fulfillment of the requirements for the degree  
Bachelor of Music (Music Education) OR  
Bachelor of music (Applied Music).

Miss Lumpwapper is a student of Beverly Crusher.

Wilson Recital Hall  
PM

Sunday, May 3, 19\_\_\_\_

5:30

Approved by: \_\_\_\_\_ Major Applied  
Teacher

(jury member)\_\_\_\_\_

(jury member)\_\_\_