



ON CAMPUS

Classical Student (Undergraduate and Post-Baccalaureate) Credit Recital Checklist 2021-2022

- Work with your Major Practical Study teacher to set up a date.
- Students are responsible for hiring collaborative musicians and confirming their availability.
- Complete the Undergraduate [Credit Recital Booking Form \(Classical\)](#) at least two months prior to the date of the Credit Recital or by March 4, 2022.
- Book the venue with Sue Stone Scott (Sue.StoneScott@umanitoba.ca).
- Pay the \$100 Recital fee in the Reception Office. We accept cash, debit, cheque, and credit card payments.
- Contact Sue Stone Scott (Sue.StoneScott@umanitoba.ca) to book the dress rehearsal. (Post-Bacc and Fourth year students may book a maximum of three hours for a dress rehearsal prior to a Credit Recital. Third year students may book a maximum of two hours for dress rehearsal).
- Prepare the Recital Program Approval Form in conjunction with your Major Practical Study Instructor (<https://umanitoba.ca/music/student-experience/forms>).
- Submit the Recital Program Approval Form **at least one month prior** to the Credit Recital date to Allen Harrington at Allen.Harrington@umanitoba.ca.
- Format your approved Credit Recital Program with this form:
<https://umanitoba.ca/music/student-experience/forms>
- Submit the Final Recital Program to music@umanitoba.ca at least one week prior to the Credit Recital date.
- The Reception Office will email an electronic copy of the program prior to the Credit Recital. **If COVID regulations allow for public audiences, we will provide 30 copies of the Recital program.**