Sunderman Conservatory of Music at Gettysburg College
Degree Recital Scheduling Request Form

INCOMPLETE FORMS WILL NOT BE ACCEPTED.

Please type or print clearly.

Name: ____________________________
Phone: ___________________ Campus Box: ________
E-mail: ____________________________

Check one
☐ Senior, BMus
☐ Senior, BA Capstone
☐ Senior, Music Education
☐ Junior, BMus

Schedule: Your teacher, accompanist and panelists must agree to your choice of recital dates/times and confirm their availability by signing below.

Please indicate two choices of date/time from the list provided, and indicate venue.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Venue (Recital Hall, Chapel, Cinema I)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please indicate with whom (if any) you wish to share a recital date, and whether you will be doing a joint recital. A joint recital will have a start time of 7:00 for an evening recital or 2:30 for an afternoon recital.

I wish to do a joint recital with ________________________________.
I wish to share a recital date with ________________________________.

PLEASE NOTE: The Conservatory Office staff will reserve recitals dates when a completed form is submitted. Students are responsible for submitting R25 requests to reserve spaces for their recital hearing and rehearsals. Recital hearing dates must be approved and scheduled by the second week of the semester in which the recital is taking place.

Special Needs: Please specify if your recital requires any special instruments (i.e., harpsichord):

__________________________________________________________________________

Signatures: The following signatures are required prior to scheduling your recital:

Recitalist: ____________________________ Date
Applied Teacher: ____________________________ Date
Panel Member 1: ____________________________ Date
Panel Member 2: ____________________________ Date
Accompanist: ____________________________ Date

Once completed, return this form to the Conservatory office. To secure a preferred recital date, completed paperwork must be received no later than the final day of classes in the spring semester preceding the academic year of your recital.

7/14/2014