

OFF CAMPUS

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

**** It is the student's responsibility to provide an audio recording of the recital for the Music library archives. ****

- 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 [Exception Request Form: In-Person Activities](#) and submit to [Dr. Laura Loewen](#) at least two months prior to the date of the Credit Recital or by March 4, 2022.
- 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. **The date may not be changed except with permission from the Associate Dean Laura.Loewen@umanitoba.ca.**
- 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](#).
- 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.**
- Submit audio recording of the recital to music@umanitoba.ca.