Recital (Jazz Graduate Students) Completion Checklist

- Find a Jazz student Credit Recital partner to share the evening with.
- Work with the Advisor of Record and Advisory Committee to set a Pre-Recital and Recital date. Note: Pre-Recital must be at least four weeks before the Recital.
- Complete the Recital Booking Form at least two months prior to the date of Recital.
- Book the venue with Sue Stone Scott (Sue.StoneScott@umanitoba.ca).
- Pay the $100 fee. Email music@umanitoba.ca for information regarding payment methods.
- A minimum of eight weeks prior to the Recital have the formal proposal & Recital program approved by the Advisory Committee.
- A minimum of six weeks prior to the Recital submit the program notes to Advisory Committee for approval.
- Consider booking a dress rehearsal with Sue Stone Scott (Sue.StoneScott@umanitoba.ca).
- Format your Recital Program with this form: https://umanitoba.ca/faculties/music/forms/224.html
- Submit the Final Recital Program to music@umanitoba.ca at least one week prior to the recital date.
- Pick up printed programs in the Reception Office prior to the Credit Recital.