

Graduate Recital Completion Checklist (Classical)

- Work with the Advisory Committee to set a Pre-Recital Hearing and Recital date. Note: The Pre-Recital Hearing must be at least four weeks before the Recital
- Book your Recital and Pre-Recital Hearing at least two months prior to the date of the recital by completing the [Graduate Recital Booking Form](#) and submit to Sue Stone Scott (Sue.StoneScott@umanitoba.ca).
- Pay the \$100 Recital fee at the Reception Office T319
- 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. Advisory committees should not allow a pre-recital hearing to proceed unless the program notes have been approved.
- Contact Sue Stone Scott (Sue.StoneScott@umanitoba.ca) to book the dress rehearsal. (All students may book four (4) hours for dress rehearsal prior to a Recital.
- Students are responsible for hiring a Collaborative Pianist and confirming their availability.
- Format your approved Recital Program with the Graduate Recital Program Template found here: <https://umanitoba.ca/music/student-experience/forms>
- Finalized Recital programs must be emailed to music@umanitoba.ca in "Word" format a minimum of one (1) week before the Credit Recital. The program must follow the Recital Program Template provided on the DFOM Forms webpage. If the program is not received by the deadline, students will be responsible for formatting and printing their own programs.
- The Reception Office will email an electronic copy of the program prior to the Recital and provide 30 black and white copies. Printed programs can be picked up in the Front Office prior to the Recital.