

Westminster Conservatory

2018-19 STUDENT RECITAL SIGN-UP FORM

One form per student. Please write legibly!

SEE REVERSE
FOR OFFICE
PROCESSING
PROCEDURES

PART A

Student's Name: _____ Instrument/Voice Part: _____

PART B

Teacher's Name: _____ Teacher's Signature: _____

PART C

Parent's Name (unless 18 years & up): _____

Parent (or adult student) Signature: _____

Parent (or adult student) Phone Number: _____

Parent (or adult student) E-mail address (please print): _____

PART D

Recital Time Preferred (please circle one) **2:00 p.m.** **4:00 p.m.**

PLEASE NOTE: Students are placed in recitals in the order the completed forms are received. Each recital allows for approximately 60 minutes of music. Recital times may close if the performers are signed up to play more than 60 total minutes of music. Students signing up after that point will be assigned the other recital time.

PART E

Is an accompanist needed? (Please check one) YES _____ NO _____

If you checked YES, please complete Part F. If you checked NO, skip Part F and proceed to Part G.

PART F

Part F is only for students who need an accompanist for the recital. There are TWO STEPS to follow:

- 1) Sign up for a rehearsal time. The sign-up sheet is in the main office of the Conservatory. A parent or guardian MUST assist with this step. If you are at an extension site, the extension manager must call over to the Princeton office to reserve a rehearsal time.
- 2) Leave a copy of the accompanist's music with the main office staff. If you are at an extension site, you may give the music to the site manager for them to bring to the main campus.

PART G

To be completed by the teacher.

Students may perform up to 2 pieces as long as the total performance time does not exceed 5 minutes. All information must be complete and legible (include movements, key, opus number, etc. if applicable).

Title of Piece #1 _____

Composer _____ Length _____

Title of Piece #2 _____

Composer _____ Length _____

OFFICE USE ONLY

Check-Off List

No forms will be accepted unless all parts are checked off. Incomplete forms will be returned and must be resubmitted before the deadline. Resubmitted forms will be accepted in the order that it arrives upon resubmission.

Part A _____

Part B _____

Part C _____

Part D _____

Part E _____

Part F _____ (if accompanist is needed)

Part G _____

Date received: _____

Assigned recital date and time: _____

Rehearsal date and time (if applicable): _____

Office staff initials: _____