



Senior Recital Checklist

Deadline to set a **Fall** recital is April 15. Deadline to set a **Spring** recital is October 15.

Semester BEFORE your SR recital:

- Request Recital Date Request form from applied instructor or from website: <https://www.atu.edu/music/resources.php>
- Fill out everything EXCEPT date/time and instructor approval
- Take to Ms. Bonnie in WPN 118 for date/time
- Take form to instructor for their approval
- Return form to Ms. Bonnie

Wait for email from piano faculty, then:

- Get music to accompanist by the deadline in the email

1 month prior to recital:

- Check with accompanist for rehearsal time in auditorium (date should be 1 week before recital)
- Check with Ms. Bonnie to schedule that time

2 weeks prior to recital:

- Contact Dr. Perry if you will have guest instrumentalists/vocalists performing with you
- Email a copy of your program to your applied instructor and Ms. Bonnie at bheathcock@atu.edu. She can assist with final edits, make copies of the program, and place them in your applied instructor's box in the music office. Program template can be found here: <https://www.atu.edu/music/resources.php> under Recital Program.