

STUDENT RECITAL REQUEST FORM

UNIVERSITY OF OKLAHOMA – SCHOOL OF MUSIC

Name: _____
Phone: _____
OU Email: _____
OU ID: _____
Instrument: _____
Professor: _____
Accompanist: _____

Recital Type:

- ☐ Doctorate
☐ Solo Performance
☐ Lecture
☐ Collaborative
☐ Master's
☐ Senior ☐ Junior
☐ Non-Degree (May not occur in the SoM Performance Venues)

IMPORTANT INFO:

- Before completing this form, please visit the [Student Resources](#) web page and read the *Student Degree-Required Recital Policies* document.
- This request form is the first step to indicate you plan to perform a recital in that semester/year. It is not requesting a specific date/time. **This is not a date request.**
- All student degree-required recitals that occur in Gothic, Pitman, and Sharp Halls will be live-streamed to the School of Music web page.
- The School of Music will make audio and video recordings of the recital at no cost to the student. Links to the recordings will be emailed to the student by the Concert Hall Manager once available after the recital.
- All student recitals are free and open to public audiences.
- Students are allowed to enter the hall a maximum of 45-minutes *prior* to their recital to warm up and rehearse on stage. The house will open for the audience 15-minutes *prior* to the beginning of the recital.
- Student recitals should not exceed 55 minutes of content – refer to student handbooks for degree-related scheduling guidelines.
- Recitals will not be scheduled on home football game days.
- Only organ students are permitted to perform recitals in gothic hall.
- All Lecture Recitals occur in Pitman Recital Hall.
- **RECEPTIONS HELD IN GOTHIC HALL, FOLLOWING A PERFORMANCE MUST BE SCHEDULED SEPARATELY WITH THE CONCERT HALL MANAGER.**

Enrollment Attestation:

You must confirm that you are enrolled in one of the following to be eligible for recitals performances. Failure to be enrolled or confirm enrollment will result in loss of reservation and possible cancellation fees in accordance with the Student Degree-Required Recitals informational packet.

“I confirm that I am enrolled in:”

DMA

☐ GDMA 6042

☐ LDMA 6052

☐ RPHD 6022

MM

☐ GRRE 5042

☐ GCRE 5051

SR

☐ SRRE 4020

☐ UGRE 4010

JR

☐ JRRE 3020

Stage Equipment Requested:

Piano	☐ Yes	☐ No	
Number of Pianos	☐ 1	☐ 2	☐ N/A
Performing with Pre-Recorded Soundtrack	☐ Yes	☐ No	
Performing with Live Electronic Components	☐ Yes	☐ No	
Number of Chairs	_____	☐ N/A	
Number of Stands	_____	☐ N/A	
Number of Microphones	_____	☐ N/A	

Notes for Concert Hall Manager: __________

Student Signature_____
Date_____
Professor Signature_____
Date_____
Accompanist Signature_____
Date

TO BE COMPLETED BY CONCERT HALL MANAGER ONLY_____
Concert Hall Manager Signature_____
Date_____
Approved Performance Hall_____
Approved Performance Date_____
Time

Once this completed form has been submitted and confirmed, you will receive an email from the Concert Hall Manager with instructions on room reservations.

Recital dates and times to be reserved from:

Fall Recitals:

Monday through Friday: 6:00pm, 8:00pm

Saturday/Sunday: 12:00pm, 2:00pm, 4:00pm, 6:00pm, 8:00pm

Spring Recitals:

Monday through Friday: 5:30pm, 7:30pm

Saturday/Sunday: 11:30am, 1:30pm, 3:30pm, 5:30pm, 7:30pm

Locations:

Paul F. Sharp Concert Hall

Morris R. Pitman Recital Hall

Gothic Hall (Organ Students ONLY)

PLEASE KEEP A COPY FOR YOUR RECORDS