



## **RECITAL LAB**

*Updated 8/29/2023*

### **POLICIES:**

ANY music student taking lessons, chamber music group registered for coaching with UTRGV faculty, or student enrolled in academic courses is eligible to perform or present a topic on the Recital Lab. All Labs will run from 3:30 pm – 4:45 pm on Tuesday or Thursday. A complete schedule for both campuses will be available on the SoM bulletin boards on each campus, as well as on the Recital Lab request form on the SoM Website.

- **Lab concerts without performers will be cancelled. A list of the Recital Lab dates will be available on the Sign-up form.**
- Weekly Recital Labs in **Brownsville** will be held in the Multi-Purpose Room
- Weekly Recital Labs in **Edinburg** will be held in the Performing Arts Complex
- Any change of venue will be announced beforehand

### **PROCEDURES – to Perform or Present:**

The online Lab Request Form, located on the School of Music website (<http://www.utrgv.edu/music/> under “Quick Links”)

- All available semester Lab dates can be found on the Lab request form.
- Lab requests must be submitted one week prior to the requested performance date.
- The Recital Lab schedule is final – no additional Lab dates will be added.
- Incomplete performance requests will not be accepted.
- Requests are accepted on a first-come, first-served basis.
- Any student requesting multiple Lab dates will be placed on a wait-list for additional dates and will be allowed to perform as time allows.
- Any student requesting to perform more than one work, or more than one movement on any single Lab date will be placed on wait-list status for the additional selections, and will be allowed to perform as time allows.
- Student performers/presenters and all appropriate Faculty members will receive a copy of the Lab program via email by no later than the previous Tuesday (for Thursday Labs) or the previous Friday (for Tuesday Labs).
- Students who need to cancel their appearance on the Lab program must notify the Coordinator via email before the program is created.
- Failure to provide ample notification will result in forfeiture of any and/or all future Lab performances in that semester.
- Performing students and all appropriate faculty will receive a recording of the performance via emailed link, following each performance.

## CONCERT/LAB ATTENDANCE

*Updated 1/5/2023*

### POLICIES:

#### **Concert/Lab Attendance is a Departmental requirement.**

Undergraduate music majors are **required to attend 15 events per semester**. The 15 events can be any combination of on-campus concerts and Lab performances. The student may substitute any of the 15 required events with a maximum of two off-campus concerts per semester.

- BM Education degree requires 5 semesters concert attendance to graduate.
- BM Performance degree requires 5 semesters concert attendance to graduate.
- Music minors and Graduate students do not have a SoM concert attendance requirement, but are welcome to attend/perform/present.

### PROCEDURES – to Receive Attendance Credit:

Students may attend any UTRGV School of Music event on either campus to meet the attendance requirement. This includes scheduled concerts, recitals, Patron of the Arts concerts, and Masterclasses on *either* campus.

To receive credit, the student must have their concert attendance card signed before and after each event by a school of music faculty member, approved graduate assistant, or approved school of music work-study. All signatures on the concert attendance card must be in pen, and all event names must be legible to receive credit. Events in pencil, un-readable, or with only one signature will not count toward the student's recital credit.

Students can receive concert attendance credit if they participate in the university approved performance as an ensemble member or soloist. To receive credit, students need to bring the program to the Attendance Coordinator.

Students are responsible for their concert attendance cards. If a student loses their recital attendance card, it will not be replaced. Please take a picture your attendance card periodically to save this information.

Note that students not observing proper concert etiquette guidelines will not receive concert attendance credit, and their behavior will be reported to their applied teacher.

**Off-Campus Concerts:** In order to receive attendance credit for a maximum of 2 off-campus concerts/events per semester, the student must do the following:

- **Approve the concert** by emailing the Attendance Coordinator with the following:
  - student name and student ID number
  - location of venue
  - performer(s)
  - date of event
- **Email a copy of the ticket or program** within one week of attending the approved concert.

**If you have any questions about these policies, please contact the Faculty Concert Attendance Coordinators** Dr. Cripps [cynthia.cripps@utrgv.edu](mailto:cynthia.cripps@utrgv.edu) or Dr. Haugeberg – [william.haugeberg@utrgv.edu](mailto:william.haugeberg@utrgv.edu)