

# Lewis & Clark Department of Music

## *Non-Degree Recitals / Fridays@5*

Beginning in Fall 2023, the Department of Music will be reserving a limited number of pre-selected dates throughout the academic year for non-degree recitals via the new Fridays@5 series.

If you are planning to present a recital (Junior Recital, Non-Degree Recital, Joint Recital, etc.), you must first connect with your primary lesson teacher for approval and recommendation. Once you have approval, you will need to complete the appropriate Recital Authorization Form (below). For Joint Recitals, each performer must submit their own form.

### [RECITAL AUTHORIZATION FORM \(NON-DEGREE\)](#)

### [JOINT RECITAL AUTHORIZATION FORM \(NON-DEGREE\)](#)

After you have submitted your Authorization Form, you will be contacted by the Performance Events Coordinator to discuss available date options. Please be sure to **review available times with your teacher BEFORE confirming your chosen date with the Performance Events Coordinator** so that you know they will be able to attend.

The Performance Events Coordinator will confirm your Fridays@5 performance date.

Please be advised - there are many moving parts to coordinating an event – do not hesitate to ask the Performance Events Coordinator if any questions should come up!

## THINGS TO KNOW

- The Fridays@5 series will take place in Evans Auditorium at 5pm on previously selected Fridays throughout the academic year
- The Performance Events Coordinator will confirm what time the performer(s) will be able to enter the space to prepare for the performance
- You will have access to Crestron stage lighting presets for the performance
- The pianos on the Evans Auditorium stage are locked. If you need a piano for your performance, please arrange ahead of time with the Performance Events Coordinator
- You may use music stands and chairs on stage, as needed
- You are responsible for putting the stage back to its neutral set-up position following your performance (diagrams are on the wall)

- Acoustical shells, choir risers, or orchestra platforms are not available for use during Fridays@5 events
- The Department will not be recording or live streaming Fridays@5 events. If you would like to have your performance live streamed or recorded, please visit the [IT Service Desk](#). They offer equipment that students may rent (free of charge) to record and/or livestream their performance, including: phone mount tripods, webcams, stream decks, GoPros and video cameras.
- The Department of Music does not produce or print programs or posters for non-degree recitals or Fridays@5 performances. If you would like to create these things on your own, please contact the Performance Events Coordinator for guidance on how you can do so.
- The Department of Music may provide [Standard Event Level](#) promotion of the event, if details are shared with the Performance Events Coordinator two weeks in advance of the event.
- Student recitals / Fridays@5 events are never ticketed
- The Department of Music does not cover the cost of catered receptions. Please let the Performance Events Coordinator know if you would like to reserve Seitz Lounge for a reception.
- Fridays@5 events are supported by Stage Crew students. If you need assistance for lighting, closing the curtain, moving or unlocking a piano, etc., you are encouraged to ask your department peers for support. Please contact the Performance Events Coordinator well in advance of your performance date if you have any questions.