

Subject: Switching 4th year recital dates with other B.Mus students after recital dates and times have been confirmed:

The Department of Music schedules fourth-year recitals by awarding each student one of their three-requested recital dates. This is done on a “first-come first-served basis,” taking into account each student’s three prioritized recital date preferences. Said in another way, the first student “in line” gets top priority (i.e. where their highest requested date is granted) then the second student “in line” gets their requested date (as available), and so forth. Once fourth-year recital dates and times have been scheduled and confirmed, this information is shared with the entire fourth-year cohort of students as well as with faculty and sessional applied instructors.

Occasionally *after* the composite schedule has been distributed (i.e. *after* students find out about their own recital date and time booking *and* after release of the composite fourth-year recital schedule), legitimate reasons might emerge for proposing an exchange of recital date and/or time among a limited number of students. The exchange must be *mutually agreeable* for each student involved.

Various factors might influence the departmental decision to allow for a “switching” of recital dates, such as when two fourth-year students wish to perform a duet on their respective recitals and as such, having these students perform the piece once on the same shared recital night might make a good deal of sense for all parties involved.

The following must be place before any recital-switching request will be considered:

- 1) Both students involved in the recital date and/or time switch must submit a written rationale for the proposed switching of dates and/or times, sent to the Chair of the B.Mus Committee and copied to the Department Head. The B.Mus. Chair will then meet *individually* with each student, and discuss the rationale behind *each student’s* desire to switch dates/times.
- 2) Both the previously confirmed and the newly proposed recital dates must be approved by each student’s respective applied teacher *prior* to the *original* recital date submission (i.e. both the old and the new dates must have been originally approved by the applied teachers within the student’s original three requested dates/times as submitted electronically to the Admin Commons)

Please be advised that students cannot—under any circumstance—pressure other students into switching recital dates and/or times. In this light, once an *original* recital date and time has been confirmed (via Admin Commons communication), that student “owns” that recital date and time and therefore has the right to turn down any request to switch dates/times with another student.

Also please be advised that:

- 1) All such recital date and time switching issues will be managed by the Chair of the B.Mus Committee
- 2) Once faculty and applied sessional instructor recital adjudication duties have been assigned by the Department Head, student recital date/time switches will not be considered
- 3) Students performing year 1-3 recitals cannot switch assigned recital dates with any other students performing recitals, for any reasons.

Please forward all related inquires to the Chair of the B.Mus Committee Dean McNeill at dean.mcneill@usask.ca.