

STUDENT RECITALS; RECITAL COORDINATOR PLANNING

The Recital Coordinator plans the recital dates in conjunction with the President when the calendar is being planned in late spring, and asks individual members to act as Monthly Recital Coordinators (and may coordinate some recitals herself/himself). The Coordinator advises the Local Association President and the Directory Coordinator of each recital's Coordinator, date, time and location to be included in the Directory.

WSISMTA holds a Membership student recital on first or second Sunday of the months of December and February through May. Students of members of other local chapters may also participate. All recitals are open to the public. Recitals are held at a time and location specified in the Directory. The President is responsible for acquiring the contract for each recital venue, as well as obtaining the insurance for these events through NMTA.

The length of the recital is generally 45 minutes to an hour of music, or a total of 18 participants. If enough entries are received, two recitals may be scheduled for the same day; if there is insufficient enrollment, recitals are subject to cancellation, and the teachers will be informed.

Entries are to be submitted on the Recital Application Form supplied in the Handbook or from the ISMTA website, and sent to the Monthly Coordinator listed in the Directory--along with the fee, paid with one check. All applications must be postmarked by the deadline. Telephone registration is not accepted. If an entry form is incomplete or inaccurate, it will be returned to the teacher. The corrected form must still be received by the deadline.

The entry fee for West Suburban ISMTA members is \$7.00 for each student; the fee for students from other chapters is \$15.00 per student. A separate fee is due for each member of a duet. The Recital Coordinator submits all checks to the Treasurer.

Teachers are allowed 4 students per recital (depending on how many students are entered in that recital), with a limit of approximately 15 minutes submitted per teacher.

If two or more students register to play the same piece on the same recital, the first entry form received by the Coordinator has priority. The other teacher(s) who entered the work will be notified immediately of the need to change the piece for their student or to withdraw the student and resubmit for a subsequent recital date.

Music programmed for the Student Recitals supported by WSISMTA are required to meet the following standards: Music selections must be from the AIM Repertoire List or be works in the spirit and quality of AIM repertoire. They must be original compositions, in their original form—not transcriptions or simplified arrangements. Folk songs or pop music are not allowed. All but ensemble music must be performed by memory. It is mandatory that only students who have already demonstrated memory of the repertoire are entered to play.

Performers may not be more than 18 years old or a senior in high school. Students are expected to be instructed in stage decorum and performance attire. Performers and their families are asked to remain for the entire recital.

Monthly Recital Coordinator Guidelines

(Specifics for Gary United Methodist Church venue in Wheaton:
224 N. Main Street, located at corner of Main and Seminary St.
2 blocks north of the train tracks)

Prior to the Recital: Attain the key to church door #5 from Church Office personnel. Speak either to Dave Brewer or Deb Hafier at 630-668-3100. They will offer to give you a tour and show you where to control the lights and set up the piano. Recitals start at 3:00 p.m., or other times they might assign us. Check specific time in handbook.

After the Recital: drop the key in the box in front of the office. Follow Dave's or Deb's instructions for turning off lights and locking doors.

Programs: A Recital Program Template is available for the programs. Send one copy to Mail and Stuff in Glen Ellyn. Inform them that you are from WSISMTA, and ask them to make 20 – 40 copies, (depending on number of students), and charge ISMTA's account. Upon completion, send a copy to the teachers who have entered students.

Include the following essential information on the program: A numbered list of teachers' names in alphabetical order is printed at the bottom of the program; Give each teacher a number, and print the correct number by the name of each student performer; For each work performed include the full composer's name and the Op., K., Hob., or BWV designation if relevant.

Confirm the address of the church, proposed time of arrival, and the time prior to start of recital when students can warm up. Park behind the church, entering from Seminary St., and use door #5—the only unlocked door to the building. Remind teachers to instruct students in appropriate stage decorum/attire, including bowing.

Recital Day: Arrive 45 minutes early to turn on lights and arrange piano and room. Church's interior lights must be turned on from the back room switches (R. of light switch box.) Place a music stand at the door entrance on which to place programs. Place the piano in the middle of the floor at front, with lid up and music stand down.

Students are encouraged to arrive 30 minutes before the recital. They may warm up as needed, with the coordinator monitoring the warmup time. It is unnecessary to separate students from their families to sit on the front row, but do remind families the student should be ready to walk to the piano as applause ends for previous student. Begin the recital with a welcome to all, and announce any last minute changes to the program.

General Guidelines: All recitals are open to the public. Gary Church would like for us to have an adult monitor the unlocked door #5 if not locked during the recital time. A short time after the start of recital, door #5 could be locked. The Recital Coordinator can also monitor the entrance to the sanctuary during the recital, assuring that no one enters or leaves while a student is playing. Teachers are urged to inform their students and families that such interruptions are not allowed, and a sign should be posted to that effect.