

OFF-CAMPUS PROFESSIONAL ENGAGEMENTS FOR THE MUSICAL THEATRE STUDENT

This document supersedes all previous documents - Revised August 2012

Washington DC is the second largest theatrical community in the nation after New York City. The DC Theatrical community respects CUA as a hotbed for creative young talent, and many of our students find their first professional roles in this city. The following guidelines are designed to help you balance off-campus professional engagements while prioritizing your college commitments.

One of the foundational philosophies of the Musical Theatre Division at CUA is that there is no substitute for professional training or for professional experience. We believe that both are necessary to prepare the student for a professional career in the performing arts. The Musical Theatre Division respects and encourages student employment in professional theatrical situations, which is why we require professional theatrical internships for graduation. The faculty of the Musical Theatre Division firmly believes however, that during this time of training you must place a priority on your education over professional experience. You have chosen to be a part of a selective four year training program designed to prepare you in every aspect for your post-graduation career. When you graduate you will have your entire life to work professionally, but during these four short years we require that you dedicate yourself to your training.

We hope that these guidelines will help provide you the support that you need to make the best decisions possible for your career, your education, and your professional pursuits. -- The MT Faculty

MUSICAL THEATRE DIVISION POLICIES FOR ACCEPTING OFF-CAMPUS PROFESSIONAL ENGAGEMENTS

All students must receive official permission to take an outside role by completing the *Off-Campus Professional Engagement Worksheet* which is available in the main office. Failure to complete the worksheet before accepting a role may jeopardize the student's continuation in the Musical Theatre Division, and/or the student's School of Music scholarship.

-Freshmen and sophomores will not be permitted to work off-campus during the school year. (Transfer students who are currently enrolled in Sophomore Workshop are considered "sophomore level" in this regard).

-Students of any grade level will not be permitted to miss any classes for an outside role.

-The Musical Theatre Committee and the Deans reserve the right to determine if the professional engagement compromises the priority placed on the student's training, and to guide the student's professional choices.

-Students receiving a School of Music scholarship will not be permitted to engage in outside work before auditioning for the division productions of the semester. The Musical Theatre Committee will always consider the merits of working off-campus and may release the student to perform in the outside production. Not abiding by the decision of the Musical Theatre Committee will jeopardize the student's scholarship.

BEFORE ACCEPTING A ROLE

The student's first step is fill out the attached form titled, *Off-Campus Professional Engagement Worksheet*. The student then consults with the voice teacher, advisor, and the head of the Musical Theatre Division to discuss the following issues:

-Will you need to miss any classes?

-Will you be able to keep up your school work?

-Is it a good step toward your career?

-Is it a good connection, a professional theatre, a well-connected creative team?

-Is it a leading role or a small ensemble part?

When you audition make sure that you submit your class conflicts on your audition sheet; most theatres are willing to work with CUA class schedules. The faculty is also willing to speak to theatres on your behalf.

OFF CAMPUS PROFESSIONAL ENGAGEMENT WORKSHEET

Part 1: Before You Begin Auditioning

- I have read the musical theatre division policies, and I am eligible to audition for outside work.
- I have spoken with my voice teacher about the appropriateness of the show/role I am auditioning for and he/she supports my decision.

I AM / AM NOT (circle one) currently receiving a School of Music scholarship.
(Please be advised that all students receiving a School of Music scholarship must audition for the division main-stage productions and then speak with the head of the Musical Theatre division before accepting any conflicting outside roles.)

Part 2: Before Accepting a Role

I have been offered the role of _____ in the show titled _____
produced by _____ and performing at _____.

- The rehearsal schedule does not conflict with ANY of my courses or the theatre has sent me written approval that they accept my course related conflicts.
- I have spoken with my voice teacher about the appropriateness of the role I am auditioning for and he/she supports my decision.
Signature of Voice Teacher _____.
- I have spoken with my advisor about the appropriateness of the show/role I am auditioning for and he/she supports my decision.
Signature of Advisor _____.
- I have spoken with the head of the Musical Theatre Division about the appropriateness of the show/role I am auditioning for and he/she supports my decision.
Signature of Head of the Musical Theatre Division _____.

Please bring the completed form to the School of Music Records Office to be placed in your file.