



The School of Theater and Dance (SoTD) supports, through use of departmental facilities, a limited number of productions or readings of new play scripts produced by student organizations affiliated with the School of Theater and Dance. To ensure that the academic welfare of our students and SoTD productions are not adversely affected, the project must have a faculty advisor and SoTD approval.

Specific times are established each semester for the presentation of these productions. Students should submit proposals along with a copy of the script to the Season Planning/Play Selection early in the semester in which they are going to be produced.

Title: _____
(include a copy of the script if applicable)

Venue/Space Requested: _____

Performance Dates Requested: 1. _____ TO _____ 2. _____ TO _____ 3. _____ TO _____
(Include first, second and third choices for performance dates)

Rehearsal Dates in Space Requested: 1. _____ TO _____ 2. _____ TO _____ 3. _____ TO _____
(Include first, second and third choices for performance dates)

Audition information dates: _____

Length of rehearsal period: _____

Number of performers & gender required: ___F ___M ___ non-gender specific
(B.F.A. students must have permission from head of the BFA Musical Theater program)

IDENTIFY PERSONNEL:

Director: _____ Phone: _____ Email: _____
(If this is a student, he or she must have taken THEA 402 Directing)

Stage Manager: _____ Phone: _____ Email: _____
(If necessary. If this is a student, they must have taken THEA 401 - Stage Management or have Faculty Approval)

Playwright: _____ Phone: _____ Email: _____

Faculty Advisor: _____ Phone: _____ Email: _____

Describe any technical requirements, expectations, and identify ALL design and tech personnel.
(These should be kept to a minimum as these affect the departmental resources in terms of personnel and facilities. Student designers and technicians must secure permission from professors in their area before committing to additional projects)

How will this project be funded?
(The SoTD must be assured that performance rights will be secured and royalties paid before a production can be produced.)

Any additional information regarding the project, including a brief, narrative description of your goals and reasons for wanting to produce the project, should be attached to this form.



Contact person: _____ Phone: _____ E-mail _____
(This should be one student who will facilitate all communication between the SoTD faculty and the production)

Faculty Advisor Signature

Date

Production Manager

Date

SoTD Director

Date