

**THURSDAY RECITAL ATTENDANCE REQUIREMENT
SUBSTITUTION REQUEST FORM**

Name: _____

ID: 800 _____

Semester ☐ Fall ☐ Spring Year: _____

☐ I am requesting to be excused from attending Thursday afternoon recitals (Recital Hour) during the semester listed above and to be assigned alternate means of satisfying this semester's recital attendance requirement based on the conflict outlined below:

☐ I am requesting to be assigned additional concerts as an alternative means to satisfy the Thursday recital attendance degree requirement prior to my anticipated graduation date, based on the situation outlined below:

To be completed and signed by School of Music authorized administrator

☐ Request denied

☐ Request approved with the following requirements:

Signature: _____ Date: _____

Student's signature: _____ Date: _____

The student's signature indicates that they have read this form and understand that the granted approval provides an alternative means of fulfilling the Recital Attendance Degree Requirement and not a waiving of the core requirements for graduation. Adhering to the approved manner for checking into and out of concerts is required, as is the submission of additional materials (reflections, programs, etc.) if listed in the requirements above.