

## Recital Attendance Overload Form

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

ID: \_\_\_\_\_  Music Major  Music Minor

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Preferred email address: \_\_\_\_\_

Term:  Fall 20\_\_\_\_\_  Spring 20\_\_\_\_\_

Total Semester Credits: \_\_\_\_\_

Student Signature: \_\_\_\_\_

### Important Information Regarding Recital Attendance

*(if enrolled in 17.5 or more credits!)*

- ✓ This form is to be used ONLY when a student will register for 17.5 or more credits PLUS RECITAL ATTENDANCE.
- ✓ **If a student completes this form, they MUST NOT have recital attendance on their schedule in WINS; this form IS their registration for recital attendance.**
- ✓ This form will be used to MANUALLY track the recital attendance requirement for this semester.
- ✓ Recital attendance will NOT appear on a student's AR for the semester that is being manually tracked with this overload form.
- ✓ Recital attendance overload records will be kept in the student's file. ARs will be updated at graduation to verify that these semesters have been successfully completed.
- ✓ \$\$\$\$\$\$\$\$\$\$--If you have 17.5 or more credits PLUS recital attendance on your schedule in WINS, you WILL BE CHARGED ADDITIONAL TUITION FOR THIS "CREDIT"!!!!!!!!!!!!!!

*It is the student's responsibility to check their schedule on WINS, know how many credits they are enrolled in for the semester, and to complete this form or register for recital attendance on WINS, as needed.*