SBSCH Reservation Guidelines for FACULTY:

Faculty may request recital dates for faculty or guest recitals for the next school year at the beginning of the spring semester through May 1. Requests warranting special consideration after May 1 may be made to the chair of the music department. **When planning faculty or guest recitals, the following times must be avoided to allow students the opportunity to schedule degree recitals: the 2nd week of November to the end of the Fall Semester and the 1st day of April through the end of the Spring Semester.**

Recitals and concerts have priority over all scheduled rehearsals under all circumstances. Rehearsals may be scheduled during recital and concert times, typically from 7:30 PM until 9:30 PM, with the understanding that a subsequent request for a recital or concert will be granted without the permission of the person scheduling the rehearsal. The following recital times must be used when scheduling recitals from the 2nd week of November to the end of the Fall Semester and the 1st day of April through the end of the Spring Semester

**Monday and Thursday recital times:**

- 5:30-7:30 PM Performance Time: 6:00 PM
- 7:30-9:30 PM Performance Time: 8:00 PM

**Saturday and Sunday recital times:**

- 12:00 PM-2:30 PM Performance Time 1:00 PM
- 2:30 PM-5:00 PM Performance Time 3:30 PM
- 5:00 PM- 7:30 PM Performance Time 6:00 PM
- 7:30 PM- 10:00 PM Performance Time 8:00 PM