



# STUDENT DIRECTING PROJECT GUIDELINES

**MISSION:** Student Directing Projects are intended to provide the student director an opportunity to further apply the practical skills, theories, and experiences acquired in TH450 Directing. The focus of these projects is on the directing experience, and is meant to bridge the gap between directing a 10-15 minute one-act and a full production. Current Theatre Majors who wish to be considered for a Student Directing Project in the Fall or Winter quarters must meet the following criteria:

## Minimum Qualifications for Students:

- TH450 Directing (receiving no less than a B-)
- TH345 Rehearsal and Performance (working as an actor, stage manager, asst. stage manager, or asst. director)
- Enrollment in TH400 for 4 units (if project is approved)
- Good Academic Standing (not currently on Academic Probation)

## Recommended preparation options:

- TH341 Advanced Acting Studio;
- TH430 Scenic Design, TH432 Costume Design and/or TH434 Lighting Design;
- Previous involvement in Students' Stage productions.

**Students who meet the minimum qualifications and understand the stated allowances/requirements associated with Student Directing Projects should submit a complete proposal along with a clean copy of the proposed script to the Chair of the Theatre and Dance Department by the Friday of the fifth (5th) week of classes the quarter BEFORE the production/project is proposed to take place. No late applications will be accepted. The chair will initiate the approval process through consultation with appropriate members of the faculty and staff.**

## Allowances/Requirements

*The following details the necessary parameters proposers must consider for production/project approval.*

### Material

- One-act plays are highly recommended for these projects, although cuttings or acts from longer plays may be considered.
- **THE PROJECT MAY NOT EXCEED EIGHTY (80) MINUTES OF PLAYING TIME.**

### Faculty Advisor

- Students must secure a Faculty Advisor before submission of the proposal.
- The Faculty Advisor **will not** be expected to speak as a representative of the proposal during the approval process.

## **Budget**

- Approved productions/projects (e.g. Student Directors) are responsible for paying all production related costs necessary for telling the story – this includes performance rights, when applicable (Department often will pay the costs associated with performance royalties).
- A detailed spending/revenue report will be due following the final performance. Please note that all profits made on the production/project, minus reimbursement of personal monies spent, will go into the Department's Rental and Production Account.

## **Auditions/Callbacks**

- Auditions must take place during the quarter of the approved production/project; **after completion of the quarter's mainstage production casting process. This also includes any pre-casting that might happen**
- If departmental space is used, auditions will be expected to work within existing classroom configurations.

## **Rehearsals**

- Once the quarterly mainstage production has vacated #212 (and in collaboration with quarterly classes and Students' Stage), the room may be scheduled for rehearsals.
- Space may not be used past 12:00am.

## **Props/Furniture**

- Projects must provide their own hand props – there will not be access to the Department's prop storage.
- Productions/projects have access to the pre-selected rehearsal/production furniture used in directing and acting classes. No outside pieces may be brought in or used without approval.
- Rehearsal/production furniture is available for rehearsals in #212 only.
- Rehearsal/production furniture may not be painted or altered without the approval of the appropriate department faculty/staff.

## **Costumes**

- Projects must provide their own costumes – there will not be access to the Department's costume storage.
- Productions/projects may request access to a hard to find item. Use subject to the discretionary of the costume shop manager and/or costume designer.
- The Costume Shop is not available for building or altering costumes.
- Faculty & staff are available for consultation (756-5099), but a scheduled appointment is required.
- If you have been approved to utilize any of the Department's stored costumes/pieces, please be aware that any borrowing or rental will require you to pay for necessary dry-cleaning costs, as well as for any lost items or damages incurred during the performance.

## **Venue**

- **All approved Departmental Student Directing Projects must take place in #212**

## **Publicity**

- Student directors should work with Faculty Advisor in order to adhere and work within University Marketing procedures/graphic standards

### **Technical Allowance**

- When proposing projects, take into consideration the physical and technological limitations of #212.
- The performance of projects will be expected to work within existing stage configurations:
  - One-Act Play Festival performance configuration of stage & seating
  - Pre-hung lighting plot already in use
- There will be access to the use of portable sound and lighting boards.
- Access to a piano is also available.
- Students should also realize that the technical rehearsal period will be limited (please consult the Proposal Form for exact Technical/Dress Rehearsal availability).
- Strike/resetting of #212 must take place immediately following the final performance of the project (space must be vacated by 12:00am).
- Any other technical alterations (e.g. seating, lighting) to the space must be approved.
- Proposals must include, to the best of the student's ability, a description of any and all "unusual" production elements such as live music, large casts, water, fire, special effects, etc.
- Students must also be accountable (see Project Termination section) for discussing any new/expanded production requirements that arise after the approval of the project or during the subsequent planning/rehearsal period.

### **Performance Allowance**

- Please consult the Proposal Form for exact Preview/Performance availability.

### **Project Termination**

- The Chair, in consultation with the relevant faculty/staff, with just cause, may terminate any Student Directing Project without notice. Among other reasons, "just cause" may occur if the project:
  - Violates any production allowance(s) (as stipulated within the Allowances/Requirements section).
  - Fails to meet the normal obligations assumed by a director
  - Is conducted in such a way as to reflect poorly on the Department and programmatic outcomes

### **Approval of a project will be based upon, but not limited to, the following criteria:**

1. Clarity, quality, and completeness of the proposal
2. Applicant's demonstrable experience/work ethic within the program
3. Feasibility of the production/project
4. Integration/conflict with any department-sponsored events