Music Student Scheduling Guidelines
(Rehearsals and Recordings)

Please see the Student Recital Guide for information about recital and dress rehearsal scheduling.

Students must request rehearsal and recording times through the online scheduling system.

scheduling.music.umich.edu

Rehearsals:
• Rooms Available:
  o Second floor classrooms
  o Rehearsal Hall (when needed for large ensembles/percussion)
• Time Constraints:
  o 3 hour maximum per rehearsal
  o 6 hour maximum per student per week
• Other Information:
  o Do not schedule rehearsals more than two weeks in advance.
    ▪ Large spaces may be booked one month in advance if special needs are exhibited.
  o Do not schedule rehearsals next to MUSED, THEORY, MUSICOL classes
  o Do not schedule rehearsals in performance spaces (BRH, MAC, BAM, Cady Room)
  o Do not schedule rehearsals in 3213 & 3219
  o Do not schedule more than one rehearsal at the same time (you can’t be in two places at once)

Recordings:
• Rooms Available:
  o Britton Recital Hall
  o McIntosh Theatre
  o Blanche Anderson Moore Hall
  o Cady Room
• Time Constraints:
  o 2 hours per student per calendar month.
  o Available recording times:
    ▪ Monday-Friday: 10 PM – 12 AM
    ▪ Saturday: 7 AM – 1 PM / 10 PM – 12 AM
    ▪ Sunday: 7 AM – 12 PM / 9 PM – 12 AM
• Other Information:
  o Additional time may be scheduled if it is still available 2 days in advance.
  o Recordings in second floor classrooms and the rehearsal hall are scheduled as rehearsals.
  o Stamps Auditorium is not available for student recordings.

Please contact Erin Burris with any questions you might have.

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