

"Life is the dancer and you are the dance."
Eckhart Tolle

Chair: maura nguyen donohue
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UNDERGRADUATE DANCE MAJOR/MINOR HANDBOOK

Department Mission

Hunter Dance is a radically diverse community cultivating an expansive dance education. Driven by persistent inquiry, we seek to recognize dance as a vehicle for positive change in the world.

Hunter students interested in dance may take classes, minor in dance, or major in a BA, a BA/Dance Education.

Campus Access:

OneCard – Hunter ID Card for Students, Faculty & Staff

https://www.hunter.cuny.edu/information-technology/services/accounts-access/onecard/

OneCard is in the West Building, Room 203. OneCard is used to access Hunter College facilities and services. All Hunter students, faculty, and staff can choose a physical OneCard, or upload a digital OneCard as their official campus photo ID.

Guests & Visitors

All non-hunter guests are to stop at the Visitor's Center in the West Building located at the corner of 68th Street & Lexington Avenue. For smooth campus access, notify the Visitor's Center of each guest's/visitor's arrival at least 24 hours

in advance. If you anticipate a guest/visitor for a rehearsal, please notify the department so it can inform the Visitor's Center at least 24 hours in advance.

Faculty/Staff Listing

Biographies and contact information for our faculty and staff can be found on our website.

Academic Calendar

Important academic dates & deadlines can be found here.

Dance Technique Classes

Placement process for movement classes

The Department holds open placement classes for students who are interested in taking Contemporary, Street/Club, or Ballet courses and are new to the department. The purpose of these classes is to ascertain the most appropriate level for each student. Students will be informed within a day of the placement class of the faculty recommendation.

***New Students**: Placement classes open to all levels*

Dates for the upcoming placement class are posted on the department website, on social media, and around campus. No placement classes are required for enrollment in all fundamentals techniques, Yoga or other techniques unless specifically noted.

***Current Students**: in-class placements*

A week or two prior to registration opening for the forthcoming semester, the department will hold placement classes to recommend level placement in preparation for enrollment.

Recommendations may be:

- To repeat the current level before advancing to the next level
- To repeat the current level AND take the next level
- To take the next level.

Note that a passing grade in a class does not guarantee a recommendation to the next level of technique. Dance Majors and Minors are expected to follow these recommendations and to work with the Department Major/Minor advisor on a semester-to-semester basis to facilitate progress toward graduation.

Repeatability

Many Dance classes may be repeated at least two times for credit, but only with Departmental consent. Consent can be acquired from a Dance Advisor.

Declaring the Major or Minor

Major

Step 1: Attend the placement audition class

Step 2: Be placed in level 1 or higher of any technique style and register for the assigned level(s).

Step 3: Meet with a Dance Advisor to fill out a Major Declaration Form

Fundamentals classes do not count towards the major. All dance majors are required to register for at least one technique course every semester they are enrolled at Hunter College.

Requirements for the Dance Major can be found online at:
https://hunter-undergraduate.catalog.cuny.edu/programs/DANCE-BA

Minor

Step 1: Attend the placement audition

Step 2: Register for the appropriate technique course(s)

Step 3: Meet with a Dance Advisor to fill out a Minor Declaration Form

Requirements for the Dance Minor can be found online at:
https://hunter-undergraduate.catalog.cuny.edu/programs/DANCE-MIN

Students interested in a Major or Minor should meet with a Department Advisor as soon as possible to confirm their understanding of the curricular and extra-curricular requirements. The Advisors are responsible for signing the Declaration Form and starting a Dance Major or Minor Tracking sheet to monitor progress toward completion of the Major or Minor requirements. The Advisors maintain online schedulers through Hunter Navigate for appointments and are also available through email.

Students can meet with our BA Dance Advisor:

Nina Goldman, ngoldma@hunter.cuny.edu

Dance Education Programs

Applying for the Dance Pre-K-12-BA OR the BA/MA in Dance Education

A dance student who is interested in either the Dance Pre-K-12 BA or BA/MA in Dance

Education Pre-K-12 certification program should go onto the Hunter College School of Education website and click on "Admissions" near the top of the screen. From there, select "Start Your Application" for information on how to apply for each semester.

"Prospective Adolescent and Creative Arts education students must make progress through the coursework required for their primary major. Candidates must have completed at least 45 credits; two courses (6 credits) must be in the content area they seek to teach to be considered for an Education major."

Please note: It is highly advised to meet with Ana Nery Fragoso (grddance@hunter.cuny.edu), the BA/MA Advisor prior to applying to the School of Education. You can schedule a meeting with her here.
Once the student opens the application, they are able to select an appointment date. On the day of their appointment, they will be given a writing assignment. After the writing assignment is evaluated, the student will be invited to attend a group interview, where questions are asked, such as:

- What kinds of experiences have you had in your life that have sparked an interest in teaching?
- How would you describe one of your strengths as a teacher candidate, and how might it help you in a classroom in your subject area?

As soon as a student has taken the written test and completed the interview process, they should contact Ana Nery Fragoso, the Acting Director of the Arnhold Graduate Dance Education Program and Coordinator for the School of Education Dance Education Programs. She will arrange to observe the applicant's dancing and consult with the Chair of the Dance Department to determine the applicant's eligibility. Required courses before being accepted into the Dance Pre-K-12 BA in Dance Education or BA/MA in Dance Education Program include Tech 1, Tech 2, Improvisation and Composition 1.

If a student is accepted by the School of Education, they will receive an email from the School of Education and their major will be changed from BA Dance to Dance Pre-K-12 BA or BA/MA Dance Education Pre-K-12.

Transfer Credits toward an Undergraduate Dance Major

Courses taken at other institutions can be considered for acceptance toward Dance Major Requirements on a case-by-case basis. A dossier of information about each relevant transfer course must be compiled by the student and submitted for consideration to the faculty, through the Dance Advisor. The courses in question must

appear on the student's Hunter transcript. We encourage students to bring all ideas about transfer course approvals to the Dance Advisor as soon as they declare the major so that appropriate planning can be made on time. A MAXIMUM of 17 credits may be applied toward the 34 credits required for a BA in Dance.

Course Substitutions

Through discussion with the Dance Advisor, it is possible to substitute stated Dance requirements with other Hunter Dance courses. Regular consultation with the Dance Advisor is necessary to document any planned substitution.

Independent Study

The Independent Study course is designed to provide a venue for student-driven research interests and activities that are not served by courses currently offered by the department. We encourage students to dream "outside the box" in shaping research questions and agendas and to consult with faculty as necessary to hone those questions into workable research plans. Planning for Independent Study courses should be done during the semester before registration.

Guidelines:

- Research activities should be completed within one semester.
- A general equation of 30 hours of study/research = 1 credit. Independent study can be 1, 2, or 3 credits
- All research plans should include regular meetings with faculty advisors or mentors.

Process:

1. Develop a research topic, question, or area of curiosity (possibly with the assistance of faculty).
2. Contact your advisor for registration information.
3. Complete the Independent Study Plan form with a faculty mentor and submit it to the Instructor of Record.
4. The Dance Advisor inputs permission for the student to register for the course.
5. Register for DAN 48000 for the appropriate credit allotment and in the section appropriate to the instructor of record.
6. When all aspects of the research plan are complete, the supervising faculty should inform the instructor of the record what grade should be submitted at the end of the course. Grades of incomplete are highly discouraged.

Further information about Independent Study courses can be found in the Dance Office or with the Dance Advisor.

Internships

The Department energetically supports internship experiences for Dance Majors. Internship experiences should be driven by a student's interest and demonstrated motivation to learn from a "real world" experience and engage the student in off-campus activities related to their career goals. To receive college credit for an internship, Majors must enroll in DAN 49800. Planning for Internships should be done during the semester before the activity.

Process:

- Locate hosting institutions, business or individual(s) and ascertain internship possibilities. (On campus resources: Dance Department files, Office of the Arts listings, other public announcements)
- Contact a Dance faculty member (preferably full-time) to discuss internship plans and to determine the faculty supervisor for the internship.
- Complete Internship Information and Planning form and obtain signatures of faculty contact and on-site supervisor with the host institution.
- Register for DAN 49800.

During the internship period, the student and faculty contact meet periodically to discuss progress. The host institution supervisor submits mid-term and final evaluations and suggestions of grade(s) for the course.

Student submits outline of internship accomplishments, including:

a. Hours worked
b. Projects work with
c. Outcomes
d. Evaluation of experience, including the value of the host institution
e. Faculty contact submits a grade for the course.

Further information about Internships can be found in the Dance Office or with the Dance Advisor.

Honors Project - HIGHLY SELECTIVE and FALL ONLY

The Dance Honors course, DAN 49000, is designed for Dance Majors in their last 2 semesters before graduation who are strongly motivated to pursue an advanced research process leading to a significant production of choreography, performance, or scholarship. Development of the project, with guidance from a member of the full-time faculty, should lead to a proposal. This proposal, which is to be submitted before the end of a minimum of *2 semesters before* the anticipated semester of the project, will include:

1. Your name(s)
2. The semester you plan to complete the project
3. The plan for the Honors Project
4. What resources and faculty or staff you hope will be involved
5. What College facilities you hope to use
6. Will an audience be invited?
7. How will the project be funded?
8. Will the project be advertised?
9. The faculty member you plan to ask to be your advisor

The faculty will vote to approve the project and ascertain the extent of department support that will be made available.

Dance Scholarships & Awards

The Dance Department has one annual scholarship for graduating seniors:
The Dorothy Vislocky Scholarship Award

Hunter Dance Community

Student Advisory Council

The Hunter College Dance Department has a Dance Student Advisory Council comprising the Chair, faculty members, and student representatives from all programs. Student representatives are elected annually by their peers. They meet with the Chair and interested faculty during the semester to plan and organize Department events such as student orientation and auditions for student work. This group also addresses issues such as communication within the Department, new policy suggestions, the needs of the students, etc.

Clubs

DanceNOW (hunterdancenow@gmail.com) is an established club at Hunter College with a focus on dance. Membership is open to all Hunter students. For more information on how to join these clubs, click here.

Graduation Celebration

Each year the Dance Department has a party to honor the seniors who graduate. This is a chance for faculty, students, and staff to gather and celebrate the unique contributions of departing members of our community.

> "You have to love dancing to stick to it. It gives you nothing back, no manuscripts to store away, no paintings to show on walls and maybe hang in museums, no poems to be printed and sold, nothing but that single fleeting moment when you feel alive."
> Merce Cunningham

Performance Opportunities

The Dance Department produces various events involving student performers, from low-tech showings to fully-produced seasons in the Peggy Studio Theater and/or the Kaye Playhouse. The programs have a strong focus on student choreography and performance. Majors and Minors are expected and encouraged to audition and perform in these works. Students will also work with the Production Manager/Lighting Designer, Technical Coordinator, faculty mentors, and Chair on various aspects of productions ranging from lighting design to crewing, to house management.

Repertory

The Repertory class involves work with a professional guest choreographer and/or faculty member in a restaging of their work or a new work created for the Hunter Dance Company. This work will be presented in the Hunter Dance Showcase and/or the Hunter Dance Company Concert. One or two Repertory classes are offered each semester. Some Repertory classes involve auditions while others are open to all dance students. All students who audition for Repertory Projects must meet the posted pre-requisite courses and be available for **all rehearsals** scheduled for the semester (including (a) rehearsals outside normally scheduled time; and (b) rehearsals during the spring semester for pieces choreographed in the fall). *Guest artists will clear rehearsal schedules with the Dance Department Chair at the beginning of a project and as revisions occur throughout.*

Relevant audition information regarding the Repertory courses will be posted on the 6th-floor bulletin board and emailed to students each semester before the beginning of the term. This information will also be announced on the Hunter College Dance Website & Instagram.

Showcase
Every semester the department produces a formal student choreography showcase which allows dancers enrolled in composition and technique courses to present work and perform for the public. Auditions are held at the beginning of the semester. Guidelines for choreographers and dancers can be found on page 18 performance guidelines and contract.

Informal Showings
BA, BA/Ed, BA/MA, MA, MFA students are required to present and attend informal showings, site-specific work and/or concerts in The Peggy or on campus. Follow the process for independent choreographers as listed on page 6 **and** your major guidelines. Meet with a Dance Advisor, Director, or Chair for more information.

Tickets for Performances
Complimentary ticket policy:
Choreographers will each receive four comp tickets and dancers will receive two tickets for the entire run of the show (not per show). Dancers will receive two. A choreographer who is also a dancer will only receive four tickets.
Box Office Procedures:
Information about how to obtain tickets to performances will be released at the time that tickets for each specific performance are made available for purchase.

Hunter College Dance Performance Guidelines

The following guidelines are for students working towards public performances. They are designed to support the rigorous process of rehearsing, choreographing, performing, advising, and producing performances by students enrolled in **Comp 1, Comp 2, Dance Workshop, Independent Study or Honors Projects**. They are intended to encourage each participant in the process to reflect the information learned in their classes, reach toward artistic personal goals, experience artistic growth, and contribute to the community as a whole.

Participation:

Students are permitted to perform in two student works. Upon completion of Production Crew (DAN 12400), students will be permitted to perform in a maximum of three student works.

All dancers, choreographers, mentors, and support staff are expected to demonstrate respectful, professional behavior throughout the process. This includes:

Punctuality, dependability, responsibility, and communication.

Professionalism implies taking responsibility for the quality of one's own work and doing one's part in creating a positive and effective work environment.

In dance, professionalism includes:

- Always arriving on time to rehearsals, fittings, meetings, notes, warm-up classes, theatre/show/ call.
- Bringing a professional attitude and work ethic into the studio.
- Completing the project.
- Participating in classes, rehearsals, showings, meetings and performances with full effort, dressing in a manner respectful to and appropriate to the situation
- Being fully prepared (beginning each rehearsal warmed up, ready to dance and with previously learned material reviewed)
- Taking care of personal problems outside of the dance/work environment.

The process of dance-making, rehearsing, directing, and preparation for performance requires cordial, polite, and respectful behavior between teacher/student, rehearsal director/dancer, classmates, etc.

Integrity and professionalism are of paramount importance on the part of all involved.

In addition to the guidelines listed above, students interested in performing or choreographing need to complete the ***Hunter College Dance Department Choreographer/Dancer/Mentor Contract***.

NOTE:

- Casting of non-Hunter students must be cleared by the Chair of Dance.
- Choreographers and dancers are REQUIRED to attend the Welcome session at the beginning of each semester.

Dance is a Performing Art

As a performing art, choreographers collaborate with lighting, costume, and sometimes scenic designers. The designers and the crew that runs the show are as much a part of

the performance as those on stage. Integrity and professionalism are of paramount importance on the part of all involved. **Respecting deadlines, the process and protocol of the theater, and everyone's time is essential. An outstanding performance requires everyone.**

Dance Department Professional Protocols

Class Attendance

The Dance Department maintains a strict policy on participation based on the fact that dance practice requires actual presence in the studio and cannot be "made up" outside the class. Attendance will be detailed in the individual syllabi for each course. The teacher of the respective course will review this policy with their class at the beginning of each semester.

Technique class protocol: Students are expected to respect their faculty and the accepted practices and behaviors in College/University Academic and Studio based classes. This includes:

- Arriving on time to class
- Bring water with you so you don't need to leave the studio.
- Washroom breaks must be cleared with your teacher.
- Not leaving class early. If you absolutely need to do so, it must be cleared *beforehand* with your teacher.

Dress/Attire

Studio courses may require specific attire. Faculty will note any requirements for shoes, clothing or other equipment in the course outline and verbally in the first class of the semester. Failure to follow these requirements may result in the student's grade being lowered.

Physical Contact

Many classes require the teacher to come into physical contact with a student to help the student work correctly and improve. Some classes may require students to come into physical contact with other students. Please be sure your teacher is aware if you prefer not to come in physical contact in the course of your instruction or rehearsal.

While Dance as a practice can require intimate physical contact, the Department and College do not condone any form of verbal or physical harassment. Please see below under Campus Services for information regarding how to find support in the event of a questionable encounter with a peer, staff or faculty member.

Hunter College Dance Studios

Policies for scheduling of Dance Studios

Students currently enrolled in dance courses have priority to schedule studio space for their use after classes and department rehearsals are posted. Please send your request(s) via email to hunterstudiores@gmail.com. If you have not reserved space and someone else has, you will be asked to leave the studio when they arrive. If you arrive to use a studio at your scheduled time and someone else is there, please respectfully ask them to leave. If there is confusion over who has the space reserved, it can be resolved by coming into the Dance Office or referring to the Studio Schedule posted on the bulletin board. You can learn more about reserving studio space here. To view daily studio reservations or to see if a studio is free prior to emailing, please refer to the QR codes on the front bulletin board or on the door of each studio.

Who may request Dance Program studio space and when (in order of priority):
Studio Reservations will be accepted and scheduled in FOUR tiers. Please submit your request based on the tier you identify with.

1. **MFA Thesis works & Full-Time Faculty, including Hearst Artist-in-Residence (6 hrs)** Reservation requests ~3 weeks before the start of the semester (8/4/26)

2. **MFA Process & Projects (1st years) (4 hrs)** Reservation requests ~10 days before the start of the semester (8/18/26)

3. **BA Comp 2 (2 hrs) & Honors (3 hrs) -** Student Choreographers preparing for a Dance Dept. performance/presentation/showing. Reservation requests ~5 days before start of semester (8/23/26)

4. **HTR Dance Community (2 hrs, as available on a weekly basis**) Students currently enrolled in a dance course, Dance Faculty/Staff doing independent work, Undergraduate Dance Clubs: only on a space-available basis, Hunter College student body. **Reservation requests are accepted on the first day of the third week of the semester. Scheduling and requests will begin ~10 days after the beginning of the semester (9/8/26)**

Studios are open for walk-in rehearsals if a studio is available and not booked on the schedule. **If the person who booked the space arrives, walk-ins must vacate the studio upon request.**

FAQ:

- **What if I make a recurring reservation after the time frame for my group?**
    - That's fine. As always, we'll find a way to accommodate you! The goal of this is to offer us a guide on how to schedule recurring reservations as they come in during the first several weeks of the semester where things can get pretty hectic given all the performances/showings to be put on.
- **What do I do if I have a singular request to submit after the time frame for my group?**
    - Send it in ASAP! The same rules apply to sending your requests ideally two weeks in advance. We understand sometimes things are much shorter notice so please do be patient with us while we try to accommodate short notice requests.
- **What if I submit a request during the timeframe of another group? What will happen to my request?**
    - As long as space allows, we will certainly schedule it. For example, if you identify with Group 2 and your request comes in during Group 3's period, we will have to honor the time frame for Group 3 and then schedule your request.

Campus Services

SAF Individual Grants

https://www.hunter.cuny.edu/office-of-performing-arts/student-activity-fund-grant/

Grant support for student projects is available annually through the Student Activity Fund. Only undergraduate students may apply for these grants. These grants are essential to pay for costumes, props, sets, etc. for public performances of student work. The PA office will meet with students at the beginning of the semester to explain the process.

Counseling and Wellness

The Division of Student Services offers **free, confidential** short-term services to all Hunter College students. A referral from faculty is not needed for you to utilize this service.

For students experiencing shelter or food insecurity:

- Student(s) should reach out to the counseling service for support (CWS also has referrals for emergency housing/ shelters.)
- **Emergency Support Services**
- **Purple Apron Food Pantry**: https://www.instagram.com/hcpurpleapron/?hl=en

Sexual Harassment
In compliance with the CUNY Policy on Sexual Misconduct, Hunter College reaffirms the prohibition of any sexual misconduct, which includes sexual violence, sexual harassment, and gender-based harassment retaliation against students, employees, or visitors, as well as certain intimate relationships. Students who have experienced any form of sexual violence on or off campus (including CUNY-sponsored trips and events) are entitled to the rights outlined in the Bill of Rights for Hunter College.

a. Sexual Violence: Students are strongly encouraged to immediately report the incident by calling 911, contacting NYPD Special Victims Division Hotline (646-610-7272) or their local police precinct, or contacting the College's Public Safety Office (212-772-4444).
b. All Other Forms of Sexual Misconduct: Students are also encouraged to contact the College's Title IX Campus Coordinator, Dean John Rose (jtrose@hunter.cuny.edu or 212-650-3262) or Colleen Barry (colleen.barry@hunter.cuny.edu or 212-772-4534) and seek complimentary services through the Counseling and Wellness Services Office, Hunter East 1123.
CUNY Policy on Sexual Misconduct Link:
http://www.cuny.edu/about/administration/offices/la/Policy-on-Sexual-Misconduct-12-1-14-with-links.pdf

Health and Safety

Physical Therapy
Harkness Center for Dance Injuries is located on 240 East 18th Street, New York, NY, 10003. Students can make an appointment here. These services are offered to those who have subsidized care for those who don't have health insurance coverage. If you are injured, please inform your instructor as soon as possible. Don't wait. Injuries only get worse if you don't take care of them.

First Aid Kits
There are orange first-aid boxes in each studio for emergency use. The Dance office will keep these stocked with supplies.

Emergency Procedures

Fire:
If the fire alarm goes off, proceed to the nearest stairwell to exit the building. **DO NOT** take the elevators. Public Safety will notify you when you may re-enter.
There are fire extinguishers in the production closet in TH 601 as well as 2 others at either end of the 6th floor hallway. On the 7th floor, the fire extinguisher is located next to

the elevators. Fire alarm boxes are also located next to the elevators on the 6th and 7th floors.

Active Shooter:

Hunter College's policy for response to an active shooter situation as written by Public Safety is "Avoid – Barricade – Confront".

- **Avoid:** If you are in imminent danger, run to a safe location, otherwise barricade.
- **Barricade**: In a locked room or any other location you can find quickly. Lock all doors and cover all windows. Stay away from doors and windows and turn off all lights. Stay low to the ground. Do not make noise (silence cell phones and other devices). Listen for Public Address announcements.
- **Confront**: ONLY do so as a last resort and ONLY when your life is in imminent danger.

DO NOT evacuate the building and DO NOT pull the fire alarm. Call 911 when it is safe to do so.

CUNY Alert:

Students should sign up for CUNY Alert to receive emergency alerts directly from CUNY. You can do so through the Self-Service tab on CUNYfirst.

For more detailed information about Hunter's emergency procedures please visit the Department of Public Safety's page on the Hunter College website.

Hunter College Dance Department Choreographer/Dancer Contract

Following are the expectations for all BA choreographers, dancers working together on a creative project in the Hunter College Dance Department. All participants involved in a project must read this document and sign below signifying their understanding of and commitment to these expectations.

Choreographers will:

- Be responsible for ensuring that their dancers are enrolled in a technique class (the approval of any exceptions must be obtained from their professor or the Chair).
- Communicate to dancers the dates and times of all studio rehearsals, showings, stage/spacing rehearsals, tech rehearsals, company classes, and performances as soon as they are available. Choreographers are responsible for disseminating ALL information regarding schedules, expectations, guidelines and procedures to their dancers.
- **Attend all scheduled showings, technical rehearsals, company meetings, company class, run-throughs or any other mandatory events**. All choreographers must stay and participate in each **SHOWING** for the **ENTIRE TIME**. Failure to do so will result in exclusion from performing the following semester. *In case of an academic conflict or emergency, their professor must be notified IN ADVANCE.*
- Ensure rehearsal space is reserved through the Dance Office.
- Arrive at rehearsal promptly with a plan and with all necessary tools or equipment.
- Use the minutes of rehearsal efficiently, acknowledging their responsibility to treat dancers with respect, artistry, and personal maturity.
- Discuss technical needs/props, etc., with their professor and the Production Manager in accordance with announced schedules and deadlines.
- Respond promptly to schedule requests from the Production Manager
- Inform the Production Manager of arising conflicts during Tech/Show Week
- Strike after the final performance of a concert. *Any conflicts must be cleared by the concert's Production Manager.*

Dancers will:

- Ensure that they are enrolled in a technique course.
- Ensure that they are participating fully in the technique course. If the dancer has to sit out of technique class for a prolonged period of time (approx. 3 weeks) or

goes over the allotted number of absences/lateness/observations before their grade starts to fall, they will be removed from the project.

- Attend all scheduled showings, technical rehearsals, company meetings, company classes, run-throughs, or any other mandatory events. Dancers must stay and participate in each showing for the ENTIRE TIME. Failure to do so will result in exclusion from performing in the following semester. *In case of an academic conflict or emergency, the choreographer must inform the professor IN ADVANCE on behalf of the dancer.*
- **Not drop out of the project after the second showing.** Doing so will make the dancer ineligible to perform or choreograph in the following semester.
- Ensure that they are committed to no more than 3 projects (not including Repertory) after they have served in one production crew, and in no more than 2 projects before completion of one crew assignment.
- Commit to the health and safety of the rehearsal process, and communicate any concerns to the faculty mentor and professor.
- Strike after the final performance of a concert. *Any conflicts must be cleared by the concert's Production Manager.*

If there are any concerns on the part of performers for the welfare of the individuals involved in the creative process, or the creative process itself, the choreographer should bring them to the mentor and professor promptly. If the mentor or professor is not available, the Chair.

The Choreographer will give one copy to the Artistic Director of show by the first showing.

Choreographer (Sign & Date)

_____

Dancer (Sign & Date):

_____