

# CHICAGO COLLEGE OF PERFORMING ARTS

## The Theatre Conservatory Newsletter

Fall 2009

### GREETINGS!

We hope the summer continues well for you all. In this newsletter you will find information regarding the beginning of school in August, and what you will need to prepare for your week of Kickoff prior to classes starting.

**New Musical Theatre majors**, please review carefully the information about the music theory exam and your possible early arrival to facilitate that exam as well as your registration.

Please make sure you have submitted your final transcripts as well as all financial aid documentation, and please call the Financial Aid office before you get here if you are unsure of your status. Perhaps the greatest administrative problem that we have seen students deal with is discovering upon arrival that they have not completed all of their financial aid requirements and therefore have no money waiting for them. **Don't let this happen to you!** Feel free to call us if we can help in any way, but make sure that you call the Financial Aid office to confirm that you are all set. Their number is 312-341-3566.

In addition, please review the opening week schedule for meeting and auditions. Some events may be listed as TBA, and we'll be updating them over the summer on the web. When you arrive, a detailed schedule will also be posted outside Room 918, the nerve center for CCPA's Kickoff. Inside this newsletter you will find information about the fall auditions, including specifics of what to prepare and how to prepare it. **Returning students will be emailed by the Theatre Conservatory office with audition times.**

The 2009-10 school year promises to be one of the most exciting in the history of the Theatre Conservatory at CCPA. We look forward to seeing you in August, and if you have any questions before then, please give us a call.

Best wishes for the rest of the summer!

Sean Kelley  
Interim Director  
Theatre Conservatory

Heather McCowen  
Asst. Dean of Enrollment  
CCPA

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## 2009 KICKOFF SCHEDULE & IMPORTANT DATES

Students will receive their personalized schedule at the kickoff meeting.

Sunday, Aug. 23	CCPA Students may move into the Dorms Contact Housing for details at 312-341-2095	9:00am – 12:00pm University Center & ROW
	Student Kick-Off Meeting REQUIRED for all new students	1:00pm – 2:00pm Ganz Hall, 7 <sup>th</sup> Floor
	English 101 Placement Exam <i>*Students will be notified in July if they need to take the exam.</i>	2:00pm & 4:00pm Room 302
	Music Theory & Keyboard Diagnostic Exam REQUIRED for all NEW MUSICAL THEATRE students	2:00pm – 5:00pm Room TBA
	Parent Kickoff Reception – PARENTS ONLY!	3:00pm – 5:00pm Ganz Hall, 7 <sup>th</sup> Floor
Monday, Aug. 24	Production Auditions (Returning students & Sophomore Transfers) *** See clothing requirements on page 3 ***	9:00am O'Malley Theatre
	Callback Casting Session	Following Auditions Room 782
	FRESHMEN: Intro to Tech Theatre Workshops	9:00am – 5:00pm
Tuesday, Aug. 25	Callback Auditions (Casting announced in the afternoon)	9:00am – 3:00pm Rooms TBA
	Freshman Advising & Registration	10:00am – 3:00pm
	Sophomore Transfer Advising & Registration	3:00pm – 5:00pm
Wednesday, Aug. 26	All-Student Forum *** REQUIRED FOR ALL STUDENTS ***	10:00am O'Malley Theatre
	Returning Graduate Student Meeting	1:00pm Room TBA
	New & Transfer Freshmen: Showing of Audition Pieces <i>*This does NOT include Sophomore Transfers – see Aug. 24 These should be selected from the pieces you used at your original audition. Please observe dress code (page 3) and selection length (page 7) requirements.</i>	1:00pm – 4:00pm O'Malley Theatre
Thursday, August 27	First rehearsals for ALL shows including Freshman Showcase	9:00am – 5:00 pm
	Theatre Conservatory Pizza Party	5:00pm Miller Studio
Friday, Aug. 28	University Convocation Freshmen REQUIRED, Everyone Invited!	11:00am Auditorium Theatre
	Rehearsals for <i>Pericles</i> and Freshman Showcase	1:00pm – 5:00pm
Monday, Aug. 31	FIRST DAY OF CLASS! Evening rehearsals as posted on Theatre Call Board	

This schedule is subject to change- visit <http://ccpa.roosevelt.edu> and click on New Student FAQ for updates.

## ONLINE KICKOFF SCHEDULE

View the most up-to-date Kickoff Schedule at <http://ccpa.roosevelt.edu>. This newsletter contains several, but not all, of the week's events. We also invite new students to visit our Facebook group (**CCPA New Students Fall 2009**) to share any questions you may have. Chances are, someone else is looking for the same answers!

### ALL-STUDENT FORUM

for

*The Theatre Conservatory*

Wednesday, August 26<sup>th</sup>

10:00am - 11:00am

O'Malley Theatre

\*\*\* All students are **REQUIRED** to attend! \*\*\*

## MUSIC THEORY & KEYBOARD DIAGNOSTIC EXAM

The placement exam for music theory will be given on Sunday, August 23<sup>rd</sup> at 2:00pm. This exam must be taken or you will not be able to register for classes! Attendance is **REQUIRED** for all incoming undergraduate students majoring in **MUSICAL THEATRE**. Students will also be given a short piano competency test.

*I regard the theatre as the  
greatest of all art forms,  
the most immediate way in  
which a human being can share  
with another the sense of  
what it is to be a human being.*

*-Oscar Wilde*

## REQUIRED CLOTHING

For auditions and certain rehearsals/classes, ALL students in the Theatre Conservatory are required to have the following items of personal clothing:

### All Students:

Black pants & shirt that allow movement (sweats, t-shirts, jazz pants, etc.)

### Women:

- Character shoes (tan or black)
- Two rehearsal/audition skirts: one ankle-length and one mid-calf length. These should be full-cut, not tight.
- Appropriate blouse or top. No bare midriffs!

### Men:

- Black leather dress shoes with a heel
- Dark sport coat and dress slacks
- White dress shirt
- A vest to be worn in place of a sport coat

## RESIDENCE HALL MOVE-IN

Because of our early start date, all CCPA students will be required to move into the University Center on Sunday, August 23<sup>rd</sup>. Students will be notified of room assignments and move-in details by the end of July. If you have any questions, please contact Residence Life at 312-341-2005. Meal plans will begin with dinner on August 23<sup>rd</sup>.

## OFF-CAMPUS HOUSING

Are you over 21 and looking for an apartment in the city?

Here are some helpful resources:

### The Reader Online

[www.chicagoreader.com](http://www.chicagoreader.com)

Click "spacefinder" on the homepage. This newspaper has the most comprehensive listing of apartments available in Chicago. Favorite neighborhoods of current students include Lincoln Park, Wicker Park, Lakeview, Wrigleyville, Bucktown, and the Loop.

### Apartments.com

[www.apartments.com/Chicago](http://www.apartments.com/Chicago)

You can search apartments by neighborhood, price, etc. at this website, which also contains the classifieds from the Chicago Tribune.

### Other helpful sites include:

[www.chicago.craigslist.com](http://www.chicago.craigslist.com)

[www.sublet.com](http://www.sublet.com)

[www.choosechicago.com](http://www.choosechicago.com)

[www.transitchicago.com](http://www.transitchicago.com)

Apartments, furniture, etc.  
Sublets by Neighborhood  
Chicago Tourism Bureau  
Chicago Transit Authority

## TUITION & HOUSING INFO

Tuition and housing billing statements will be available on RU Access mid-July, and full payment on any balance not covered by Financial Aid will be due July 31, 2009. To make multiple payments on a balance not covered by aid, contact <http://tuitionpay.salliemae.com>, or call 1-800-635-0120.

### CCPA Annual Costs for 2009-2010

Tuition: \$28,000      Room/Board: \$10,700+      U-Pass: \$170  
Activity Fee: \$50      General Fee: \$250

## WHO DO I CALL???

Questions about transcripts, Kickoff, RUAccess, and general student information:

### CCPA ADMISSIONS

Dean Heather McCowen  
Ashlee Hardgrave  
Brianna Borger  
Leigh Anne Crandall

312-341-6735

Questions about housing, meal plans, and roommates:

### RESIDENCE LIFE

Rachel Meseke  
Angela Ryan

312-341-2095

Questions about federal loans and state grants:

### FINANCIAL AID

866-421-0935

Questions about payment plans:

### STUDENT ACCOUNTS

312-341-3570

Lots of questions can be answered with information on our website:

[www.roosevelt.edu](http://www.roosevelt.edu)

## A WORD ON FINAL TRANSCRIPTS

A final transcript shows all coursework that you have completed and is a statement of your graduation (unless you are a transfer student). Final transcripts are the last step in the admission process, and failure to submit a final transcript can lead to complications in registration and financial aid. Your status will remain “incomplete” until this transcript is received. If you have not done so already, please contact your prior institution and arrange to have your final transcript sent to:

CCPA Admissions  
430 S. Michigan Ave, Room 918  
Chicago, IL 60605

## FINANCIAL AID

Unless there is a completed file for you in the Financial Aid office, no funds will be disbursed. **DO NOT WAIT UNTIL THE LAST MINUTE!** Remember that the closer it gets to the beginning of the semester, the busier the Financial Aid office will be. We suggest making a folder for yourself, and keeping copies of **EVERYTHING** you receive from the Financial Aid office in it. All the offices within the University are doing their very best to satisfy the demands and needs of the students – but with so many students to handle, things can sometimes get overlooked. Keep a positive attitude, keep cool if someone makes a mistake, and be prepared with your own copies and documentation if they are needed. You will find that this will save you a lot of headaches and get your questions answered sooner.

If you are in doubt about the status of your financial aid, please call the Financial Aid office as soon as possible to avoid any confusion in August.

## TRANSFER CREDITS

Before advising can be completed for transfer students, a credit evaluation must be on file. This is an evaluation of all your classes taken at other colleges/universities. This form will help your advisor select the proper courses for you.

In order to receive a credit evaluation, your final, official transcripts must be on file in the Admission Office. Once you have a complete file, it will then go to the Credentials Office for the evaluation. It then takes 2-3 weeks for the evaluation of credits to be completed.

Transfer credits for course work in theatre are handled differently than general education course work. While general education courses accepted by Roosevelt will be included in your credit evaluation, theatre courses are evaluated by the Theatre Conservatory. At your initial advising session, you will work with your advisor in determining exact placement in the program and find out which credits will be accepted toward your theatre degree.

*Without wonder and insight, acting is just a trade.  
With it, it becomes creation.*

*-Bette Davis*

## THEATRE CONSERVATORY AUDITION POLICY

This policy applies to all students in the Theatre Conservatory during the academic year. It does not apply to summers and vacations.

1. All students in the Theatre Conservatory are expected to audition for Roosevelt University productions each semester. In addition, all students will be given a crew assignment each semester that is considered as important as your casting assignment.
2. Freshmen are not to audition for outside productions during the academic year, unless they are planning to take a leave of absence from school. If in doubt, talk to your advisor or Sean Kelley before you do anything!
3. Upperclassmen and Graduate students must speak with Sean Kelley and obtain permission to audition outside of school before they audition. Students wishing to accept work outside of school must be responsible for completing all roles and crews assigned at school as their first priority. Please do not ask directors at Roosevelt, the Production Manager, or the Tech Director to work around your outside production schedule.
4. A student wishing to accept work that will conflict with roles and crew assignments at school might wish to consider taking a leave of absence from school.
5. Students receiving a Theatre Award Scholarship risk the loss of that money if they choose to work outside of school and do not satisfactorily complete roles and crew assignments at Roosevelt. Students choosing to take a leave of absence should not expect to receive continued funding until they return to school on a full-time basis.
6. If a student wishes to be excused from auditions and casting or crews for a semester or any part of one, this must be cleared with the department before Roosevelt auditions are held. Once auditions have been conducted and you have been cast and/or given a crew assignment, you will not be excused from roles or crew (except in emergency situations). Students who do not adhere to the Theatre Conservatory's Audition Policy risk being barred from future auditions and losing their Theatre Award Scholarship.

If you wish clarification of any of the above, please see Sean Kelley in the Theatre Conservatory.

### THE O'MALLEY THEATRE 2009-10 SEASON

Pericles	Oct. 9 - 11	<i>Dir. Joel Fink</i>
Bury the Dead	Oct. 30 - Nov. 1	<i>Dir. Kestutis Nakas</i>
Jacques Brel	Nov. 19 - 22	<i>Dir. June Compton; Music Dir. Bonnie Shadrake</i>
Not About Nightingales	Feb. 26 - 28	<i>Dir. David Zak</i>
A Flea in Her Ear	Apr. 9 - 11	<i>Dir. Ray Frewen</i>
Sweet Charity	Apr. 29 - May 2	<i>Dir. Luis Perez; Music Dir. Bonnie Shadrake</i>

## AUDITIONS FOR NEW FRESHMAN & 4-YEAR TRANSFER STUDENTS

All new Freshmen and 4-Year Transfer Students must attend the Showcase Auditions on Wednesday, August 26<sup>th</sup> at 1:00pm in the O'Malley Theatre. Please observe the time limits and review the dress code for auditions.

### **Musical Theatre Majors:**

One monologue, under 1 minute in length, and 16 bars of a song.  
Please bring either sheet music or recorded accompaniment.

### **Acting Majors:**

One monologue, under 2 minutes in length.

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## AUDITIONS FOR RETURNING STUDENTS

Mainstage Season Auditions will take place on Monday, August 24<sup>th</sup> at 9:00am in the O'Malley Theatre. Please observe the time limits and review the dress code for auditions.

### **Musical Theatre Majors:**

One monologue, under 1 minute in length, and 16 bars of a song.  
Please bring either sheet music or recorded accompaniment.

### **Acting Majors:**

One monologue, under 2 minutes in length.

### **NEW STUDENT SUMMER CHECKLIST**

- \_\_\_ Check your online file (via RUAccess) to be sure your final transcripts are in. If transcripts are NOT in, contact former schools and have them sent.
- \_\_\_ Contact the Financial Aid office to make sure your financial aid package is complete.
- \_\_\_ Select and rehearse a monologue and song (if applicable) for your audition.

### **RETURNING STUDENT SUMMER CHECKLIST**

- \_\_\_ Check online to be sure your Fall 2009 schedule is correct
- \_\_\_ Select and rehearse a monologue and song (if applicable) for your audition.