CCM OPERA DEPARTMENT
NON-AVAILABILITY REQUEST FOR OPERA DEPT. ACTIVITIES

YOU MUST SUBMIT THIS FORM AT LEAST 3 WEEKS IN ADVANCE OF YOUR REQUESTED ABSENCE.
Leave this completed N/A request form in the envelope on the DVAC Opera board.
The Opera Faculty meets on Thursday at 10 am each week,
so please turn in the form by 9:30 am on Thursday.
You will receive email confirmation of approval from an Opera Dept. GA.

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<th>Student’s Name</th>
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<td>Classes and/or Productions</td>
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All-inclusive dates/times of absence

Reason for absence

For approval, please have this form signed by the director, conductor and coach of the shows you are involved in and the professors of any classes you will be missing.

Professor’s Name

Professor’s Signature

Date

Professor’s Name

Professor’s Signature

Date

Professor’s Name

Professor’s Signature

Date

Professor’s Name

Professor’s Signature

Date

Opera Department Use Only

Opera Department Approval: YES NO
CCM OPERA DEPT.  

We encourage you to pursue outside professional engagements and to take part in those competitions and auditions that will enhance your development and assist you in reaching your career goals. Few departments are as flexible as the Opera Department in trying to accommodate you, and few conservatories offer such a generous financial aid in travel money for those activities as the College-Conservatory of Music. However: Students who have accepted roles in Opera Department productions have accepted a responsibility to see them through. N/A's are a privilege, not a right, and must neither jeopardize performances nor disrupt the rehearsal process.

N/A's are granted on a case-by-case basis at the sole discretion of the Opera Department faculty.

In general, no N/A’s will be granted for the three-week period directly preceding performances

A college Leave of Absence granted by the Associate Dean’s office does not substitute for an N/A from the Opera Department. You must coordinate both forms and file them separately.

Failure to abide by the N/A policy can lead to your dismissal from a production and other academic sanctions (e.g. a lower grade, withdrawal, or failure). Please do not ask for exceptions and do not rely on what you think were verbal agreements with members of the Opera faculty. Also, you must never assume that there will be no rehearsal at a particular time or that you will not be called. Get a signed N/A before you make any other commitments.

And finally, please be reasonable: winning a place in the Metropolitan Opera Audition finals and your promise to sing at your friend’s wedding are not the same thing. Don’t expect us to treat them as such.

N/A forms are available in the lounge opposite the Performance Studies Office (331 Dieterle Vocal Arts Center). YOU MUST SUBMIT THE FORM AT LEAST 3 WEEKS IN ADVANCE OF YOUR REQUESTED ABSENCE. Leave the N/A request forms in the envelope on the DVAC Opera board. The Opera Faculty meets on Thursdays at 10 am each week, so please turn in the form by 9:30 am on Thursday.