

Auditions and Casting Protocols and Procedures

The mission of the Department of Theatre and Dance is to produce innovative artists and scholars through a pursuit of academic and creative excellence.

Casting:

The Department of Theatre and Dance is committed to providing equal opportunities for all students. The following criteria are considered when casting the department productions:

- The pedagogical needs of the students, especially those of the MFA and BFA degree programs.
- The quality of the audition given, especially with regard to the student's demonstrated preparedness and connection with the material performed.
- The skills and talent of the student as demonstrated in the audition.
- The student's preparedness to function effectively within an ensemble and meet the demands of the production as demonstrated in the audition.
- The student's demonstrated commitment to the department and to their own degree program.
- The student's availability and ability to meet the rehearsal and performance demands of the production.

As a professional and pre-professional training program, the focus of our program's productions is to maintain industry standards of excellence in the rehearsal hall and on the stage.

Auditions:

To help prospective participants make informed decisions about proposed production requirements and expectations, we seek to communicate what we expect of our participants and what those participants may expect of us. Auditions may consist of interviews, readings, presentations of prepared materials, improvisation, singing, movement, or similar activities involved in a casting process. The audition form will provide all relevant information needed for the audition process.

Audition Notices and Invitations:

As part of their degree training program, all MFA and BFA students must audition and accept the role as cast. However, it is understood that we are individuals and may object to the play or role for personal reasons (social, religious, content, etc.). In these cases, students may apply for an accommodation to be removed from casting consideration prior to the audition. This accommodation form can be obtained from and must be signed by them and the Departmental Chair. Please note, the student must still audition as part of the training regimen. Please refer to the department handbook for more information.

The following information will be included in audition notices and invitations:

- Any role(s) for which a specific actor may be called for, and any role(s) that already have been cast.
- Any character/role with a specific identity will be indicated. For example: physical disability, race, religion, age, gender, LGBTQ+, etc.

- The nature of the activities to be performed at the audition (i.e., sides from the play, choreography, improvisation, monologue, etc.)
- Any potential stage combat, feats of physical daring, nudity, partial nudity, sexual content, or other reasonably understood high-risk activities

Department Responsibilities

- A physical space for the audition will be provided which is reasonably clean and has sufficient lighting and a safe temperature.
- A safe surface for dance or fight calls will be provided.
- Callbacks will be no longer than four (4) hours and will not run later than 11pm.
- Required materials (sides) will be provided at the audition/callback.
- No participants will be asked to perform violence or sexual contact as part of the audition without disclosing this expectation in the audition notice or invitation.
- Any physical contact required for an audition will be disclosed and choreographed. Actors should not be asked to improvise violent or sexual contact.
- Participants will never be asked to disrobe at an audition.
- Auditions will not be recorded unless specified in the notice or invitation. If recordings are made, there will be written assurance that the recording will be used privately among casting authorities and destroyed/deleted after the completion of casting.
- Disclosures will be clearly posted at all auditions and callbacks and on all audition forms.
- Those present in the audition room will be disclosed prior to the audition.

Student Responsibilities:

- All students are required to read the play prior to the audition date. Scripts are available for checkout in the main theatre office.
- MFA and BFA students will provide a picture and resume at the audition.
- The student will present a copy of the audition form for each director (musical, stage etc).
- Any potential conflict must be submitted 30 days prior to auditions and must be approved by the Departmental Chair via the Audition Conflict Form. Please refer to the department handbook for more information.
- All conflicts will again be denoted in the Audition Form.
- Students will sign up for an initial audition time slot (online or in the office) and should arrive 15 minutes before their scheduled audition. Once an audition slot has been reserved, it is the expectation that students will arrive prepared, including warmed up and having any requested materials.
- Regular attendance and on time arrival for rehearsal is required. Failure to do so may result in program probation and/or dismissal from the production.