

General Information for First-Year and Transfer Students – Fall 2024

Look for us on Social Media

Facebook: @MillikinTheatreAndDance

Instagram: @Millikin_University_Theatre

Twitter: @MUTheatreDance

This page of information is also available on our website.
From the SOTAD home page scroll to Student Resources > New Students > General Information

Dance Class Dress Requirements

Ballet:

- Those who identify as women - black leotard, pink or skin-tone tights and pink or skin-tone ballet shoes are traditional however, a solid leotard and tights of any color may be worn.
- Those who identify as men - black tights, a white t-shirt or tank top, skin tone dance belt and black, white, or brown ballet shoes are traditional, however dark yoga or bike pants or any solid color tank are also suitable. Ballet shoes for all may be leather or canvas. Canvas shoes are cheaper and break in faster. Split sole ballet shoes are recommended.
- Students who identify as non-binary may wear whichever is most comfortable as long as it adheres to the form-fitting guidelines above so faculty may see if you are properly aligned.

Jazz:

- Those who identify as women may wear any color leotard and tights, trunks, yoga pants or other proper exercise clothes. Baggy sweatpants and shirts may be worn in winter until you are warmed up but must be removed so your teacher can properly see your alignment.
- Those who identify as men may wear a t-shirt or tank top of any color and tights, bike pants, or yoga pants of any color and a skin tone dance belt. Sweatpants and sweatshirts may be worn in winter until you are warmed up but must be removed so your teacher can properly see your alignment.
- All must have jazz shoes. The style and color are your choice, but jazz sneakers are NOT appropriate for jazz class. Split sole shoes are recommended.
- Students who identify as non-binary may wear whichever is most comfortable as long as it adheres to the form-fitting guidelines above so faculty may see if you are properly aligned.

Modern:

- See dress code for Jazz. Modern class is typically taken in bare feet.

Tap:

- See dress code for jazz
- Those identify as women: If you are a musical theatre major your taps must be a character shoe with 2" heels. Color is your choice, but shoes close to your skin tone are the most versatile. If you are NOT a musical theatre major, tap oxfords will be permitted.
- Those who identify as men: your shoes should be oxfords with a sturdy sole. Jazz taps are NOT recommended.
- Students who identify as non-binary may wear whichever is most comfortable.

Additional Information on Shoes:

- All musical theatre majors will need character shoes. As a professional you will be expected to have a variety of shoes in a variety of colors, but to get started, those who identify as men should have black oxfords. Those who identify as women should have skin-tone ankle or t-strap shoes with a 2.5" or 3" heel (which is industry standard). Character shoes with heels lower than 2" are of no use to you anymore. Leave them at home. While you will not be dancing in heels in class often, you WILL Need them for rehearsals, master classes, performances, Theatre Dance (senior year) etc. Students who identify as non-binary may wear whichever dance shoes are most comfortable.

For resources on dance shoes see the Dance Shoe Information document on the Current Students/School Forms page.

Dance Placement Class

There will be a dance placement class during Welcome Week to ensure all dancers have been placed in the appropriate level (time TBA). This class is mandatory for all Musical Theatre majors. All others who would like to study dance during the 2024-2025 academic year are highly encouraged to attend this class as it will be the ONLY placement class all year. The placement class will consist of a ballet barre, center and across the floor exercises. Dancers should be appropriately dressed for a ballet class. While all dancers who have auditioned for the School of Theatre and Dance have been placed into levels based on their auditions, this class allows the faculty to observe progress dancers have made since their auditions and make any necessary adjustments.

After the ballet placement portion of the class, there will be a brief tap placement for those wanting to take tap class. Dancers will need to bring their tap shoes with them. If you have NEVER studied tap you will be placed in level I classes and do not need to participate in the tap placement.

If you are taking Beginning Movement for Actors I: TH 145

Those who identify as women: black leotard and black gym shorts that end above the knee, or plain black leggings

Those who identify as men: form fitting black sleeveless tank top or black leotard, black gym shorts that end above the knee, or black plain leggings.

Those who identify as non-binary: Please wear whichever is most comfortable to you as long as it adheres to the form-fitting guidelines. *NO loose t-shirts and gym shorts should not have zippers or words printed on back.*

There is no book for this course, but there is a required online subscription, the cost of which is covered by your course fee. Specifics on how to enroll in the online subscription will be discussed during the first week of class. You will also need a yoga mat for this class. You may purchase one through an outlet of your choice (Amazon, Target, Walmart, your local sporting goods store, etc...).

You will also need to have chosen TWO --15 second contemporary monologues, that have been written and take place after 1990.

Time them by speaking them out loud. No selections from *Our Town* or *Boys Next Door* and no monologues that are telling stories, no dialect, no phone calls, no poetry. Choose monologues from published plays.

YOU WILL NEED TO BRING THESE MONOLOGUES TO THE FIRST DAY OF CLASS TYPED OUT TO HAND IN. You will not perform them.

Suggested for all Musical Theatre students:

We recommend having a recording device for use in musical rehearsals. This will enable you to record your vocal parts so you can practice them outside of rehearsal. Most phones now have recording devices on them. If yours does not, we recommend purchasing an inexpensive one. You will also be able to use this device professionally.

There will be many audition opportunities beyond the Mainstage Unified Auditions.

It will be helpful if you have prepared before you arrive in the fall at least 2 dramatic monologues and 2 comedic monologues. Each monologue should be under 1 minute in length with no dialect.

You can find monologues by reading plays. Monologue books are good resources for finding names of plays and names of authors.

However, monologues from those books are highly overused and should be avoided!

Rehearsal Clothes

In addition to appropriate dance clothes, proper rehearsal clothes will be required for all who are cast in mainstage productions.

Rehearsal clothes for female presenting actors include: a full knee-length or longer rehearsal skirt and character shoes

Rehearsal clothes for male presenting actors include: a dark sport coat/blazer, a rehearsal hat (fedora, trilby, alpine), and character shoes. Blazers, skirts, and hats may be tossed around the rehearsal studio and end up on the floor, so they do not need to be new. We recommend a trip to your local thrift store to purchase these items. You can often purchase pieces for less than \$5.

ALSO, for everyone

You will probably be on a show running crew at some time and will need: Black pants, Black, plain (no lettering) t-shirt (long sleeve preferable), and Solid black shoes. Again, you can inexpensively purchase most of these items at a second-hand store).

Costume undergarments you will need: Students cast in mainstage productions are responsible for providing the following undergarments: skin-tone bra, skin-tone trunks, and/or skin-tone dance belt. Please note that sports bras are not appropriate for all costumes, so a traditional bra is required.

AND THE MOST IMPORTANT ITEM TO BRING: small stapler and staples that will fit in your backpack.



Milli-Speak



"After I come back from the DISC, I'll meet you at KFAC"

A2P2 Advanced Acting: Professional Preparation class. Also known as AAPP.
Senior Capstone for BFA Acting majors.

Academic Advisor Each student is assigned a faculty member from SOTAD who serves as your guide/mentor to ensure a successful journey through your college experience.

ADS Advanced Scene Study class.

APO/Alpha Psi Alpha Psi Omega, Theatre Honorary Fraternity. Get involved!

CA Classroom Assistant.
A junior or senior Theatre major who assists the professor often in the freshmen level classes. This student mentor will meet outside of class to help with rehearsals and answer questions. Take advantage of their willingness to assist you.

Cookie Party Festive campus party early in December. Faculty and Staff bake cookies and music ensembles perform while you munch. An 80-year tradition!
<https://www.millikin.edu/staley/about-library/university-archives/online-exhibits/cookie-party>

Community Arts Academy Non-credit lessons in music, theatre, dance and art for Millikin students and Decatur residents. Director is Jenelle Orcherton Also known as MCAA
Her office is PMC 329

Dean Administrative head of a faculty, school, or administrative division in a university or college. Cameron Jackson is the Dean of the College of Fine Arts, which includes the School of Theatre and Dance, School of Music, the School of Art and Creative Media.
Her office is SH 212.

The Dec *The Decaturian*.
Campus newspaper. Always looking for students to write articles.

Fairview Fairview Park.
Walking/running/biking paths. Duck pond, swings
Directly west of KFAC parking lot. Path at corner goes out to Rock Springs Nature Conservation Area and Rock Springs Nature Center. It's also the name of the road that borders the wester edge of campus.

- Goodheart Event** An every-other-year free event for students. Past performers have included Jay Leno, Monique, Seth Meyers, Jason Mraz.
- IMTS** Introduction to Musical Theatre Studies class
- IT** Information Technology. Helpdesk for students with computer problems SH 106.
- JMS** James Millikin Scholars.
Honors program for Juniors and Seniors
- Moodle** An online academic interface used to submit class assignments and track grades and attendance.
- MPSL** Millikin Program of Student Learning.
Millikin's curriculum that includes both University Studies classes along with classes in your major.
- MTPP** Musical Theatre Professional Preparation class.
Senior Capstone for BFA Musical Theatre students.
- MTSS** Musical Theatre Scene Study class
- PDST** Pipe Dreams Studio Theatre. Student run theatre company, which produces 3-4 shows per year. Also, produces new play festivals and cabarets.
- Provost** Chief Academic Officer of the University. Provost Mary Black works closely with the faculty to assure the best possible experience and outcomes for all students. Her office is SH 213.
- RA** Resident Advisor.
MU student who lives with and assists residents in the residence halls
- SAC** Student Advisory Council for the School of Theatre and Dance.
Student representatives are elected every year, and meet regularly with the Director throughout the year to discuss departmental issues
- SEA** Student Experience Ambassador. An upperclassmen who serves as a mentor to first-year students enrolled in University Seminar.
- Shakespeare Corrected** Project developed by Professor Alex Miller, which places Millikin students and offenders from the Decatur Correctional Center together in a nine-month collaborative process resulting in a fully mounted Shakespeare production.
- Skills Test** An evaluation of musical skills required of all students enrolled in private lessons through the School of Music. Results of the skills test are folded into students' grades.
- SOM** School of Music

SOTAD School of Theatre and Dance

SSC Student Success Center
Provides tutoring, academic mentoring, academic accommodations,
career and graduate school information, jobs on and off campus information.
University Commons 336

The Big Event A yearly concert open to the general student body.

UCB University Center Board. Group of students and administrators who plan campus wide events for the general student body.

Unifieds Unified Auditions for Theatre and Dance mainstage shows.
Held during the first week of each semester.
Information updates for all shows available on MOODLE

Buildings and Classrooms with abbreviations

3DATC 3D Art and Theatre Center. Scenic and Properties Studio Studios,
Ceramic Studio, Sculpture Studio, East of Griswold Gymnasium.
Also known as the Scene Shop, "Dirty" Arts Building.

AST Video Aston Hall Video Studio used as a studio space for film production and arts technology. Enter on west side of Aston Hall. Studio is at the end of hallway through the double doors.

AT / SH AT Albert Taylor Theatre on second floor of Shilling Hall (aka Albert Taylor)
Class and performance space. Please don't let the doors slam.

The Caf Cafeteria or Dining room located on the lower level of The University Commons.

CTD Center for Theatre and Dance.

DISC Decatur Indoor Sports Center.
Mainly free to students. Exercise facilities and classes, climbing wall, running track,
virtual golf, basketball and volleyball courts.

Einstein's Einstein's Bagels. Drinks, bagels, to-go salads, and sandwiches.
North side of Shilling Hall, lower level.

GRIS Griswold Gymnasium.
Basketball courts open to students and faculty.

HUB 1 Classroom in building on southwest corner of Oakland and Wood streets. Enter through door to the left of Domino's Pizza.

Kaeuper - KH Kaeuper Recital Hall located in Perkinson Music Center (PMC)

“Kwaeper” Listed as KH on class schedules.

KFAC Kirkland Fine Arts Center. Large roadhouse performance venue for student and professional performances. Art galleries with student and professional art shows.
“K-Fack” Also known as “The Center” by those who work there. The Theatre and Dance’s large musical is produced in this space.

LIB Staley Library. Located in The University Commons (UC)

LTSC Leighty Tabor Science Center (aka: Science building)
Includes telescope and greenhouse.

PD Pipe Dreams or Pipe Dreams Studio Theatre
Black box theater space located on the corner of Oakland and Wood streets that is run by student artistic board.

PMC Perkinson Music Center.
Includes Kaeuper Recital Hall (pronounced "Kwaeper"), practice rooms, classrooms, and recording studio

PIL CHAPEL Pilling Chapel. Building east of the University Commons. Services are held by various religious groups; also used as classroom and performance space.

SCO ADM/Scovill Business Center

SH Shilling Hall. Main building on Campus.
Administrative offices, Faculty offices, and classrooms.

SSC Student Service Center. Located on first floor Shilling west end.
Place for questions concerning billing and financial aid issues.

VRT Virginia Rogers Theatre. Performance stage in Center for Theatre and Dance

The Woods Apartment complex with furnished suites for Sophomores, Juniors, and Seniors.

UC University Commons. (aka The Commons) Includes library, university dining, Common Grounds coffee shop (serves Starbucks coffee), Office for Student Programs, Center for Academic & Professional Performance (CAPP), Center for International Education, WJMU Radio Station, Oberhelman Center for Leadership Performance, classrooms, and innovation labs.

Restaurants in Campus Town - South of campus

Domino’s Pizza. Southwest corner of Wood and Oakland

Head West Sub shop at the corner of Oakland and Wood Streets.

Subs

Las Margaritas A Mexican restaurant in the Fairview Shopping Center located two blocks north of campus off of Fairview Avenue. Fairview Shopping Center also includes Dollar General, Dollar Tree, Wing Stop (chicken wing restaurant), Pizza Hut take-out, and First Wok Chinese take-out.

Sky City Grill Lunch and Dinner. Corner of Oakland and West Main.

Sloans Calzones Calzone shop on the west side of Oakland Avenue formerly know is Lock Stock and Barrel.

The Winery Bar with limited food menu. Winery Burgers—>the standard known by all! West Main and Oakland.

U-Dogs University Dogs. Hot dogs and fries. Created by MU alum. Southwest corner of Wood and Oakland.

Updated June 8, 2024

Dance Shoes

Like any line of work that requires professional equipment, dancers need quality shoes. There are many brands, many styles, and many price points for dance shoes. While budget is a driving factor for every dancer, it's important to keep in mind that in dance shoes, you get what you pay for. If that \$10 shoe seems too good to be true, IT PROBABLY IS.

Ballet Shoes

Ballet shoes are typically the least expensive shoe you'll need. We recommend sticking with a brand name shoe to help ensure quality, but in a pinch just about any ballet shoe will serve its purpose. Ballet shoes come in leather or canvas. Leather shoes are typically more expensive, harder to break in, and often, less comfortable than a canvas shoe. The material from which a ballet shoe is made is really a personal choice. We would recommend buying a cheaper ballet shoe and putting your budget into your character or tap shoes. Trusted brands of ballet shoes include Capezio, Bloch, and Sansha. Ballet shoes run between \$7 and \$30 per pair. There is no need to spend more than about \$15-\$20 on a pair of canvas ballet shoes. We also recommend a split sole shoe (which means there is a gap in the sole that spans the arch of the foot giving you maximum flexibility in the foot).

[Capezio](#)

[Bloch](#)

[Sansha](#)

Jazz Shoes

There are many styles of jazz shoes from slip-ons to lace-up, to boots. Split sole jazz shoes are very popular and like the ballet shoe, give you the maximum flexibility in the foot. Some jazz shoes have rubber soles, some have suede soles. The materials from which the soles are made are a personal preference. Ultimately dancers want to have shoes appropriate for any dance floor on which they perform, audition, or take class. Some surfaces are sticky or offer a lot of friction in which case a dancer may want a suede sole on their shoe to reduce the friction. Some dance floors are very slick. In this case, a dancer may want a rubber sole on their shoe to provide additional traction. Having the right shoe for the right floor provides the right amount of traction which is important to help prevent injuries. Jazz sneakers are a popular shoe and come in a variety of styles and brands. The harder rubber split sole makes them a versatile shoe on many flooring surfaces including wood, Marely, and Masonite. Because of the construction of jazz sneakers, however, we do not permit students to wear them in class as they tend to promote bad habits such as sickling the feet. Jazz sneakers are better suited for dancers who have developed strong technique. Again, brands such as Capezio, Bloch and Sansha are reliable. Jazz shoes tend to be more expensive. Typically, they are made of soft leather but there are some companies that make canvas jazz shoes. You can expect to spend between \$15 and \$60 on a pair of jazz shoes.

[Capezio](#)

[Bloch](#)

[Sansha](#)

Character Shoes

Jazz and ballet shoes are relatively inexpensive because they are cheaply made with fewer materials. In essence, these shoes are little more than coverings for your foot to prevent blistering or skinning your feet. Character shoes, however, are more like a street shoe that add support and substance that jazz and ballet shoes do not.

When it comes to character shoes, you should consider investing in a good pair of shoes. You want a nice leather shoe built to last - a quality shoe will have a sole that is stitched to the upper of the shoe. Cheaper shoes are often made of plastic or vinyl and glued together making for weak seams and shoes that will fall apart easily. Character shoes are considerably more expensive than jazz or ballet shoes. For a decent pair of character shoes, you can expect to pay between \$80 - \$400. Character shoes will be a workhorse in your dance wardrobe. While spending money on a quality shoe costs more, in the long run it will likely be cheaper because well-made shoes are built to last.

Color

While ultimately a dancer wants to have shoes in multiple colors, the most versatile shoe for women and those who identify as women would be a skin tone shoe. The reason is it blends in with the rest of your leg making the leg look longer. Some shoe brands have finally started to carry shoes in a variety of skin tones which offer greater options for dancers of color.

For men and those who identify as men, however, black is the most versatile color. Men rarely, if ever, wear character shoes without trousers or jeans. The classic black dress shoe goes a long way for men when it comes to character shoes pairing with costumes. Of course, there are always exceptions and like women, men will ultimately want to have a variety of colors (typically black, skin tone, and occasionally white).

For non-binary dancers, please forgive the world as it adapts to new norms. As much as we endeavor to rise to greater levels of acceptance, understanding, and inclusion, the dance world still offers mostly a binary choice in character shoes. Until such time as the dancewear industry catches up, we would recommend purchasing the shoes in which you are the most comfortable working. The recommendations on color would apply as above, but the style should be driven by your personal comfort level.

Below are some websites and recommendations for shoes known to be of good quality. Keep in mind that many of these styles of shoes may be purchased online from several sources (Amazon, 6pm, Zappos, or from the manufacturer websites), so shop around for the best price! Buying the least expensive shoe is not typically recommended in characters or taps. As was mentioned above, in dance shoes, you get what you pay for.

Tap shoes for female identifying dancers (heel height should be 2")

- [Capezio](#): Manhattan Xtreme
- [La Duca](#): Roxie
- [Miller and Ben](#): New Show Girl, Classic Jane, T-Step, Broadway Diva, La Coquette (this shoe currently has very limited inventory.
 - Note: supply chain issues due to the pandemic has forced Miller and Ben to suspend production of the La Coquette style. They have been working on finding solutions and hope to have this style back in production soon.
- [SoDanca](#): Amira, Tiffany

Character shoes for female identifying dancers (heel height should be a minimum of 2.5")

- [Capezio](#): Manhattan, Charlotte, Chorus (Closed Toe T-Strap)
- [Bloch](#): Broadway Hi, Splitflex, Chord T-Strap 3", Cabaret
- [SoDanca](#): Roxy, Lola, Velma, Crystal, Charity, Cynthia, Clarice, Caroline, Connie, Cher

- [Miller and Ben](#): New Show Girl, Classic Jane, T-Step, Broadway Diva, La Coquette – Order all of these shoes without taps.
- [La Duca](#):
 - The Roxie and Angelique styles have hard soles and are suitable for all dancers comfortable in heels.
 - The Alexis, Elizabeth, Teresa, Leanne, and Rachelle styles are soft sole shoes designed for advanced dancers with very strong feet and ankles. These shoes lend very little arch support and are not safe for dancers who are new to dancing in heels.

Tap shoes for male identifying dancers

- [Capezio](#): Cadence (CG19), Roxy, K360 (requires the purchase and application of taps)
- [La Duca](#): Edward
- [Miller and Ben](#) - Jazz Tap Master, Triple Threat
- [Bloch](#) - Jason Samuel Smith

Character shoes for male identifying dancers

- [Capezio](#): Overture, K360
- [La Duca](#): Edward (hard or soft sole). Luigi (soft sole)
- [Miller and Ben](#): Jazz Tap Master (order without taps)
- [SoDanca](#): Zenith TA200, Travis TA700

Notes

- For larger shoe sizes
 - Those who wear shoes larger than a US men's 13, may need to special order ballet shoes from Capezio BEFORE arriving on campus. Allow up to 6 weeks for delivery.
 - Those who wear shoes larger than US women's 10 may need to special order or do an extensive search for shoes.
- Miller and Ben Shoes all come without taps. Miller and Ben will install taps for an additional fee (recommended) but all styles can be purchased without taps to be worn as character shoes. The styles recommended above are those that we think offer the most versatility.
- Shoe sizes vary quite a bit from manufacturer to manufacturer. Before purchasing shoes be sure to inquire about sizing. Your street shoe size will not always be the right fit in a dance shoe.
- Quality character/tap shoes are expensive. While you do not need to spend \$200-\$300, you do get what you pay for. Cheaper shoes are more difficult to dance in, are more likely to break down or fall apart, and are not as good for your feet.
- LaDuca soft-sole shoes are built for comfort and flexibility and have a relatively short life span. They are probably the most popular shoe among professional female identifying dancers, but a dancer can expect about 2-3 years of wear when taken care of very well. Hard soled shoes will last significantly longer, but you will have to sacrifice flexibility. Consider these things when budgeting for shoes.
- Fit is essential. Dance shoes should fit like a glove without pinching or putting pressure on your toes. Shoes with excess room in them are more likely to cause injury than those that fit well. This is especially true with women's heels.

New Student FAQ's

Information and Resources for Theatre students can be found at:

<https://www.millikin.edu/college-fine-arts/school-theatre-dance>

READ YOUR MILLIKIN EMAIL—There will be many important messages and announcements sent.

What is Theatre Practicum-TH 101?

Students gain a broad base of experience working behind the scenes during three semesters in the program. These experiences help develop a sense of collaboration and volunteerism, and often, a second marketable skill in publicity, theatre management, properties construction, scenic and costume construction, lighting, etc... Each semester a student signs up for either a preparation or running crew for a main stage show. All Theatre students (except for Design/Production majors) complete 3 semesters.

What are the Mainstage and Studio seasons for next year?

MAINSTAGE: FALL 2024

Passage by Christopher Chen

Directed by Denise Myers

October 17 – 20

Zombie Prom book and lyrics by John Dempsey Music by Dana P. Rowe

Directed and Choreographed by Sean Morrissey Music Directed by Kevin Long

November 14 - 17

Solstice: A Concert of Dance

Directed by Angie Miller

December 12 - 14

MAINSTAGE: SPRING 2024

Clybourne Park- by Bruce Norris

Directed by TBA

January 7 – February 2

Joseph and the Amazing Technicolor Dream Coat - Music by Andrew Lloyd Weber, Book & Lyrics by Tim Rice

Directed by Kevin Long

Choreographed by Angie Miller

Music Directed by Beth Creighton

April 11 - 13

What is the Pipe Dreams Studio Theatre season?

FALL 2024

The Grown-Ups by Skyler Fox and Simon Henriques

October 11-19

The Nightmare Story by Pigpen Theatre Company
November 8 - 16

SPRING 2025

The Verge by Susan Glaspell
April 25 – May 3

Do Acting majors and BA students need to sing at the general auditions?

Freshmen and Sophomore BFA Acting majors are required to sing at auditions; Juniors and Seniors may petition out. Any BA student may choose not to sing, but if so, that student will not be considered for singing roles in the musical. While you may not be an accomplished singer, you can show that you can act a song and that you take every opportunity seriously to demonstrate your abilities. There are often character roles in musicals that need strong actors rather than strong singers.

Do Musical Theatre majors have to sing in a choir?

No, there is no choir requirement. You may choose to audition for a choir.

How are Voice lessons for Musical Theatre majors scheduled?

Voice lessons are actually scheduled individually between each student and their voice professor at the beginning of each semester. Your voice professor will email you to schedule a time. If you have not heard from your voice teacher by the time Welcome Week begins, please let us know so we can help you make inquiries. You should begin your lessons the first week of class.

What kinds of Dance shoes are recommended and where can I get them?

See the Dance Shoe document at: <https://millikin.edu/academics/cas/theatre-dance/resources/current-students/school-forms>

Is reading a syllabus really important?

Absolutely! Syllabi will give you valuable information about classes that often is not discussed in class. Assignments and their deadlines, exams, quizzes, attendance and lateness policies, classroom etiquette and expectations, laptop and cellphone policies, and dress codes (if there are any) are among the things listed in a course syllabus. All classes are different, all teachers have their own methods and policies, and students are held accountable to the information in the syllabus (**such as when your assignments are due**).

What is an academic advisor?

Academic advisors are faculty members who serve as guides/mentors to students to ensure a successful journey through the college experience. While a primary function of an advisor is to help students schedule classes and keep them on track to graduate on time, other functions of the advisor may include: adding a minor, helping you change your major, discussing career plans, discussing challenges you may be having with courses, rehearsals, living arrangements, social issues, etc. Advisors are there to help you navigate the complexities of the college experience. There are times when advisors may not have all the answers you are seeking, in which case, they may refer you to a variety of experts on campus who can help you.

Who is my advisor?

You will find out who your academic advisor is during Welcome Week. We highly recommend scheduling a meeting with your advisor early in the semester to introduce yourself and to get acquainted with them. It is not unusual for several semesters to pass before you take a class taught by your advisor. In rare cases, some students may never take a class taught by their advisor.

How do I schedule a meeting with my advisor?

All faculty are required to hold office hours every week. These times are set aside for students to schedule meetings, drop in to discuss issues, get signatures for forms you may need to submit, etc... Every advisor has their own methods, but it's always best to email them to schedule a meeting.

What if my advisor's office hours are during my classes?

Email your advisor to identify an alternate time to meet.

How should I address my professors?

In the School of Theatre and Dance we are all on a first name basis. Theatre is a collaborative art form that tends to dismiss formal hierarchies in favor of a more casual environment. Everyone is equally important to the artistic process in their own way. However, many other faculty members in other departments and schools across campus expect a much more formal greeting (Dr, Professor, Ms. Mrs. Mr. etc..). Teachers will often tell you how they wish to be greeted but if they do not, it's helpful to ask so as to avoid awkward encounters or the appearance of disrespect. When in doubt, however, a simple "Hello, Professor X," is always appropriate.

Updated 6-8-24