

# UTA ACTING SCHOLARSHIP SCREENING AUDITIONS

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**College Representatives are requesting electronic resumes. We are transitioning to the new format. PLEASE READ CAREFULLY AS THESE INSTRUCTIONS HAVE CHANGED FROM PREVIOUS YEARS.**

## WHO MAY AUDITION?

Selected graduating seniors who are planning on majoring in Theatre Arts in a College/University setting and who are recommended by their Drama Teacher.

## HOW MANY MAY AUDITION?

- 1-5 registered UTA students = 1 may audition
- 6-15 registered UTA students = 2 may audition
- 16-30 registered UTA students = 3 may audition
- 31 and up registered UTA students = 4 may audition (CAP)

## TIME LIMIT

Each student auditioning has TWO minutes to present his/her audition.

Timing will start *after* the introduction

Two minutes may include any of the following combinations:

- One humorous or dramatic monologue and a contrasting (dramatic or humorous) musical number
- Two contrasting monologues (one classical piece is recommended)

*Remember, the university representatives are looking for versatility. The more diverse the selections, the more interested the representatives will be in your students' abilities.*

**MUSIC:** All students auditioning for scholarships with a musical theatre selection **must** bring **sheet music** for their audition song. ***Tapes or CD minus tracks are not allowed.***

We will provide an accompanist (personal accompanists are not permitted) and there will be no machine to play CDs or iPods at auditions. All students **MUST** sing to accompaniment. A'capella auditions are not allowed.

## VERIFICATION/RECOMMENDATION

Each theatre teacher **must** sign the attached Verification/Recommendation form and send to Aubrey Obray (see address below) along with all student resumes. Please **DO NOT** have students mail in their own resumes; rather collect all student resumes and submit them all together in one mailing with the verification form. ***If this form is not received, students from your school will not receive an audition time slot.***

## RESUMES\*

Each student auditioning must supply twenty-five (25) resumes/headshots to his/her teacher to submit:

**UTA Acting Scholarship Screening**

**Aubrey Obray**

**1900 N 4700 W**

**Plain City, UT 84414**

These must be postmarked by **November 23, 2016**

Any questions should be directed to Aubrey Obray at: [acting@utahtheatreassociation.org](mailto:acting@utahtheatreassociation.org)

**Additionally, students need to email a PDF copy of their resume to the teacher. Teacher then submits all resumes via email PDF to [acting@utahtheatreassociation.org](mailto:acting@utahtheatreassociation.org). due NOVEMBER 23, 2016**

\*See *Resume Instructions* handout for details on how to craft student resume and headshot

# Acting Scholarship Screening Auditions Verification/Recommendation Form

School \_\_\_\_\_

Teacher \_\_\_\_\_

Email \_\_\_\_\_

I verify that the following students are registered and paid participants of the UTA conference, that they are graduating seniors with a strong intent to continue their education in Theatre as a college major or minor, and I recommend their talents and abilities as possible scholarship recipients.

Students:

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I have included twenty-five (25) resumes/headshots (*resume on one side; headshot on the reverse side; hole-punched on left side of the resume*) for each auditionee with this verification/recommendation form.

TEACHERS PLEASE DO NOT ALLOW STUDENTS TO MAIL RESUMES INDIVIDUALLY-ALL RESUMES FROM THE SAME SCHOOL MUST COME TOGETHER. We will email confirmation to the school within 48 hours of receiving your resume packet.

Teacher Signature \_\_\_\_\_

Date \_\_\_\_\_

## **For the auditioning student:**

### Checklist of things to remember for the UTA conference Acting Scholarship Screening Auditions:

- I have consulted the resume instruction form to create a professional resume.
- I have included my ACT score, cumulative GPA, email, and phone number as part of the header on my resume.
- My teacher has proof-read my resume.
- My teacher has signed the UTA ACTING SCHOLARSHIP SCREENING AUDITION verification/recommendation form with your correct name and spelling information.
- I have given 25 copies of my resume, with my headshot printed on the reverse side, to my teacher in enough time for it to be mailed ON TIME.
- I have emailed a PDF copy of my resume to my teacher so he/she can email it [acting@utahtheatreassociation.org](mailto:acting@utahtheatreassociation.org).
- I have prepared my audition carefully and thoroughly. I have rehearsed it well!
- I have rehearsed my introduction as much as my performance remembering composers and playwrights.
- I have timed my performance. I understand that I have a total of TWO MINUTES in the following combination:
  - Timing starts after introduction.
  - One humorous or dramatic monologue paired with a contrasting (dramatic or humorous) musical selection.
  - OR—two contrasting monologues (one classical piece is recommended).
- I have researched the theatre programs and campus life of several of the colleges and universities I will be presenting to so that I can ask intelligent questions about their educational opportunities
  - Remember, the university representatives are looking for artists who are also communicators. The better able you are to express your inspirations, process, and ideas, the more interested the representatives will be in your abilities.
- I have chosen (and will pack) a professional outfit for my audition (And I will practice good hygiene on the day of my audition).
- I have thoroughly read through the instructions for the callback chat.
- I have several extra copies of my headshot and resume to carry with me during the conference.

## **For the teacher:**

### Checklist of things to remember for the UTA conference Acting Scholarship Screening Auditions:

- I have helped my student (s) select appropriate audition material (monologues/songs that are from plays, characters that are contrasting, monologues/songs that have a clearly identifiable “other,” monologues/songs that have a clear objective and a variety of tactics are used to achieve that objective, monologues/songs that are present tense not a memory or a recollection).
- I have checked the UTA website for examples of resumes and audition presentations to help my students prepare.
- I have provided each student a copy of the instructions and student checklist for the UTA ACTING SCHOLARSHIP SCREENING, resume, and callback chat.
- I have signed the verification form and checked for correct spelling.
- I have proofed my student’s resume checking, particularly, that a contact email address and phone number are included as well as an ACT score and cumulative GPA.
- I have mailed 25 hole-punched copies of resumes with headshots printed on the back to the Acting Scholarship Screening coordinator ON TIME!
- I HAVE EMAILED ALL CANDIDATES RESUMES AS PDF TO [acting@utahtheatreassociation.org](mailto:acting@utahtheatreassociation.org) ON TIME.
- I have checked the UTA website a week prior to the conference so I know at what time my student needs to arrive to the audition.
- At the conference—I will make sure my student checks in 10 minutes before the appointed audition time.
- At the conference—help my student check the call back chat list posted on Saturday morning at registration.

# RESUME Instruction Form

*Resumes are the best way to represent yourself when you cannot be there. Follow this format and look at the resume examples online to create a professional one-page theatre resume.*

1. ALWAYS make sure your name is centered at the top of the page in LARGE easy-to-read type.
2. Make sure your contact information is correct and available under your name: phone/cell number; email address are required
3. Make sure your personal statistics are correct: height; weight; eye and hair color; date-of-birth, etc.
4. Make sure your education is clear and correct: High school; coaches and teachers; GPA and ACT Scores; classes/courses that display any specific acting training (ie. Meisner, Suzuki, Uta Hagen, etc.)

*Numbers 2-4 above can be formatted on your resume in smaller print. Your experience (number 5 below) should be larger and VERY EASY TO READ. It is best to put your experiences in columns. ALWAYS start with your **most recent** experience first. Remember that you do not need to list absolutely every role you've ever played. List the roles that are best work.*

5. List your theatre experience:
  - a. State the year in the first column
  - b. State the title of the play in the second column
  - c. State the character you played in the third column
  - d. State the director in the fourth column
  - e. State where you performed in the fifth column. Example:

2010	<i>The Rainmaker</i>	Lizzy	D. Director	Theatrestage
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6. *If you still have room on your resume, add special talents, awards, positions etc.*
7. The MOST important information is your experience. Don't get too self-indulgent by adding so much information it takes effort to read. Make your resume as clean, clear and as easy to read as possible.
8. Your head shot picture should be professional and *printed* on the back of your typed resume. DO NOT STAPLE, TAPE OR GLUE your headshot to the back. Each resume should be ONE PAGE. Make sure your resumes are 3-hole punched on the left side of the resume.

# Scholarship Screening Callback Chat

***PLEASE READ CAREFULLY***

*College representatives have expressed an interest in communicating with acting scholarship screening candidates after auditions while still at the Utah Theatre Association Conference. In an effort to meet the needs of the college and universities, we will be trying out the following scholarship screening procedure at the upcoming conference:*

- Students will register to audition as they have in the past. The number of auditionees is based on the number of registrants from any given school for the conference.
- Teachers will mail 25 professional quality (3-hole punched) resumes and headshots for each auditionee with signed verification form as one entire packet to the acting audition coordinator (Aubrey Obray).
- Teachers will email all candidates PDF electronic version of resumes to [acting@utahtheatreassociation.org](mailto:acting@utahtheatreassociation.org).
- The acting audition coordinator will send confirmation within 48 hours of receiving resume packet.
- The acting audition coordinator will assign acting audition scholarship screening times and publish the list on the UTA website.
- Students will audition Friday during an assigned time slot.
- Students will check in at the Acting Audition Scholarship Screening location on campus ten minutes before the actual audition.
- Upon completing the audition, students will receive a Callback Chat form from the acting audition coordinator (Aubrey Obray or Andy Hunsaker).
- At 9 am on Saturday, each college will post a list of candidates they would like to see individually for a Callback Chat.
- The student will take the Callback Chat form they received after the screening audition to each school (in the exhibitor area) that asked to see them.
- Students will go to each school in which their name was listed and say, "I'm Jane Doe. You asked to see me for the Callback Chat?"
- Colleges/universities will assign that student to come back at a specific time later that afternoon for a Callback Chat. This is an informal one-on-one time with the student; the student will not be asked to perform again, but will participate in an individual discussion with the college/university representative. The student should use his/her Callback Chat form to record the designated time(s) they are being called back to the college/university.
- At the designated time, the student returns to that college/university booth and will have an individual discussion with the representative.
- No scholarships will be offered at the conference or at the Callback Chat.
- Students should look for further correspondence by colleges/universities either by email, phone, or mail.
- If a student does not get called back to a college/university they are interested in, they can go around to that college/university table during lunch on Saturday to request a Callback Chat time. The student will then follow the same procedures as those who have been called back by a college/university.

