

WVU LAB THEATRE GUIDELINES

- 1) The LAB THEATRE will provide opportunities for student-produced productions within the Division of Theatre and Dance with equal emphasis on performance, design and technical requirements.
- 2) The LAB THEATRE will consist of a minimum of 2 production slots per semester, scheduled in conjunction with the Division's Mainstage Production calendar.
- 3) LAB THEATRE productions will involve WVU students, faculty and staff only (unless otherwise approved by the LAB THEATRE Committee).
- 4) Students will submit written proposals for productions and the LAB THEATRE committee will make final selections (with input from other Division faculty). Deadline dates for proposals will be set after the Mainstage Production calendar has been approved and the LAB THEATRE committee has selected production slots.
- 5) Selection will be determined by the size, scope, feasibility, equality in areas of emphasis (performance, design and tech), and educational value of a production.
- 6) Each production will have a production advisor assigned from within the LAB THEATRE committee.
- 7) In the specific areas of performance, design and tech, a secondary advisor from a student's area of emphasis may be required. This will provide students with a mentor in their emphasis as well as setting possible deadlines and requirements. The production advisor will determine which student would benefit from a secondary advisor and the student must then solicit faculty to fill that advising role.
- 8) The VDM and the SLAB will be the primary venues for LAB THEATRE productions. If a proposed production wishes to use another venue (e.g. the FALBO, the GLADYS, etc.), the LAB THEATRE Committee will check into any potential conflicts and determine the feasibility of the request. Off-campus venues will require approval from the Division Chair.
- 9) LAB THEATRE productions will not be scheduled during Dead Week or Finals week.
- 10) Capstones, Advanced Directing Projects or MFA Thesis requirements can be fulfilled in conjunction with a LAB THEATRE production. If possible, any curriculum fulfillment within a LAB THEATRE production should be included in the written proposal to the Committee. After production approval of a LAB THEATRE project, any curriculum-based requirements may be fulfilled with approval of all necessary advisors.
- 11) LAB THEATRE productions will have access to the shops for technical requirements as well as scheduled rehearsal space. Access to shops and rehearsal space will be set by the faculty or staff and will not conflict with any required shop work, Mainstage rehearsal time or class work of the students.
- 12) Once LAB THEATRE dates are set, all Capstones, Advanced Directing Projects or other class-based performances requiring use of the Division's venues must register their dates with the LAB THEATRE Committee to avoid potential conflicts. This will also allow for a more complete calendar of events for the entire Division.

7. Design requirements/Designers:

8. Technical requirements/Technical Director:

9. Curriculum requirements fulfilled within the proposed production:

10. Brief Synopsis of play/musical/dance/performance piece:

12. Signature of Academic Advisor (required): _____

(DO NOT WRITE BELOW)

----- INFORMATION IN REGARDS TO APPROVAL BY -----

THE LAB THEATRE COMMITTEE

1. Performance Advisor:

2. Secondary Advisor requirements per student listed below (once determined if a student required a secondary advisor, it is the student's responsibility to find that advisor and inform the Performance Advisor:

Student _____ Advisor _____

Student _____ Advisor _____

Student _____ Advisor _____

Student _____ Advisor _____

3. Approved Venue: VDM SLAB Other _____

4. Other information required by Committee and deadline for this information to proceed with production: