

BFA in Theatre Arts
Program Guidelines

I. Admission to the BFA Program

Students will undergo an audition or portfolio review (jury) that is judged by the area faculty. The criteria for entrance to the BFA program are:

- successful completion of required courses (see I.B.1.)
- the student's attainment of basic skills for success in the field
- seriousness of purpose
- articulate presentation skills
- the determination that the BFA degree is the best match for the student and the student's career goals

A. Timing:

1. Juries are generally held in December.
2. Students must jury at least two full semesters before graduation.
3. The juries shall be scheduled for no less than fifteen minutes.
4. No later than one week prior to BFA auditions/jury, the design applicant will submit three copies of a dossier to the Head of Design, and the acting applicant will submit four copies of a dossier to the Head of Acting.

B. Dossier: The dossier includes the following:

1. A *transcript* that documents evidence of a "B" or better in the following courses:
 - a. Design students
 - * At least 2 courses from: TH A 1101, 1102, 1103
 - * TH A 1303
 - * TH A 2101
 - * At least 2 courses from: TH A 3303, 3304, 3305
 - * ART 1303
 - b. Acting students
 - * At least 2 courses from: TH A 1101, 1102, 1103
 - * TH A 1301
 - * TH A 1302
 - * TH A 1303
 - * TH A 2302
 - * TH A 3105
 - * TH A 3106

2. A *resume* of the applicant's pertinent experience, listing credits for scholarship and creative endeavors.
 - a. Design students must show evidence of service as Designer, Assistant Designer, Stage Manager, or Assistant Stage Manager for at least one Mainstage or Lab Theatre show at Texas Tech (may include Summer Rep).
 - b. Acting students must show evidence of acting roles in at least one Mainstage or Lab show at Texas Tech (may include Summer Rep).
3. *Service, collegiality, and professionalism:* evidence of service such as active participation in Texas Tech's chapters of USITT, APO, and/or assistance in hosting TTU-sponsored events such as UIL, banquet committee, etc.

C. Audition/Portfolio Review

1. BFA acting candidates will prepare an audition piece no longer than two minutes.
2. BFA design candidates will present a portfolio representative of their work at Texas Tech, as well as any outside work.
3. At the conclusion of the student's presentation a short interview will be conducted with the faculty members. (Note that any negative disciplinary actions involving the applicant will be brought up during the interview and the applicant will be expected to give an account of corrective measures taken).

After the juries, the faculty will make a recommendation as to whether or not the student should be advised into the BFA program. The undergraduate advisor will inform the student of the decision.

A student may be admitted to the BFA program on a probationary status if this is deemed wise by the faculty. In this situation, the student will be reviewed the following semester. The review may entail complete re-presentation of jury materials or partial corrective activity.

II. Standards for BFA Students

Students in the acting track will be expected to audition for all TTU productions and perform if cast. Students in the design track will be required to perform a significant technical, management, or design function each long semester; if such an assignment is not available, the student is expected to audition and perform if cast.

It is the student's responsibility to document all production and service-related activities for the academic year.

To remain in the BFA program, students are expected to:

1. show growth in aptitude
2. develop presentation skills
3. maintain a professional attitude and work ethic
4. participate in all TTU auditions or accept all production assignments
5. maintain an overall GPA of at least 2.5

III. BFA Annual Review Process

The student's progress will be monitored each year by the area faculty, and the review process will include the following:

- A. By April 15 of each year, the student will submit an annual report of academics (including a copy of the current *transcript*, with theatre, dance, art and music courses highlighted), *creative endeavors*, and *services* for the past year. The student's GPA must remain at, or above, 2.5.
- B. The student will provide evidence of auditioning for all TTU productions or fulfilling technical responsibilities as listed above.
- C. By the end of the spring semester each year, the area faculty will meet with the student to review the student's portfolio/resume. This review will also include checking for reports of exemplary or negative work/behavior documented in the student's file.

Documentation of student's progress:

Any faculty or professional staff member who witnesses either exemplary or unsatisfactory behavior or work on the part of a BFA student should make a written note of it. A copy will be given to the student with the original document placed in the student's file. If the student believes the citation is unfair or erroneous, she or he may write a response; the response will be attached to the file copy of the citation with a copy given to the faculty or professional staff member who wrote the citation. A student who witnesses exemplary or unprofessional behavior when no faculty or staff member is present should report it to the supervising faculty or professional staff member, who will follow the same procedure above.

- D. Following the yearly review, the area faculty will determine:
 - a) continuance, b) probation, c) termination

IV. Processes for Probation and Termination

A student may be put on probation or terminated from the BFA program at any time. Criteria for probation or termination may include, but are not limited to the following:

1. The student has not shown growth in aptitude.
2. The student has not developed presentation skills.
3. The student has not maintained a professional attitude and work ethic.
4. The student is experiencing continuing disciplinary problems.
5. The student has not participated in all TTU auditions or accepted all production assignments.
6. The student has not maintained an overall GPA of 2.5 or better.

A. Probation:

Probationary status is reviewed each semester, giving the student time to resolve any deficient activity.

B. Termination:

1. A student on probation who does not improve in the areas stipulated by his/her review panel will, upon recommendation of the area faculty, be terminated from the BFA Program.
2. A student demonstrating a serious lapse in professionalism or other **criteria for probation or termination** may be terminated without probation.
In the case of a recommendation of termination, the student will be given the opportunity to address the entire faculty before a faculty vote *only if the student has not been on probation during the semester immediately prior to the recommendation of termination.*

C. Absence from the BFA Program:

Any BFA student who is absent from Texas Tech University or is not a theatre arts major for a period of two consecutive semesters or longer must apply for readmission to Texas Tech University and must audition/jury again to be considered for readmission to the BFA program.