



## UNDERGRADUATE SCHOOL DESIGN/TECH INTERVIEW GUIDELINES

SETC 70<sup>th</sup> Annual Convention ♦ Knoxville, TN ♦ March 1, 2019

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### **Interview Candidate Requirements: Minimum Grade Point Average of 2.0 Guidance Counselor Recommendation Nominator Recommendation**

- The Undergraduate Design/Tech Interviews are specifically designed for non-acting students (including directors, playwrights, stage managers etc.) who are interested in a theatre degree. You may be a high school junior or senior or a first or second year transfer student from a two or four year college or university. You may also be a student who has been out of school for a while and is interested in attending college for more training.
- Applications for Undergraduate Design/Tech Interviews are online. Please review the *Undergraduate Application Instructions*.
- Applicants must also register for the Convention. The total cost is \$170.00 until NOON December 14<sup>th</sup>.
- If payment will be made via school/organization check, please contact or have your teacher contact Cadie Burks in the SETC Central Office. She may be reached via email [cadie@setc.org](mailto:cadie@setc.org) or phone 336-272-3645.
- NO REFUNDS AFTER JANUARY 22th, 2019. Please make sure you have reviewed [SETC's Refund Policy](#).
- All information from SETC will be sent via email and you are responsible for calling SETC if you are not getting information to your email.

### **THE PROCEDURE**

1. Students will be assigned a **shared** table (30 square inches of space) on which to display their work. Set-up will be 10:00 – Noon on Thursday, March 1.
2. Your display must be freestanding; wall space may not be available. Your display should be easy to transport (e.g., standard display tri-fold, small portfolio, etc.) and should include your name and relevant information. Access to electricity will be limited. Please bring any extension cords or power strips that you may need.
3. Your space will be marked with your interview number, which SETC will email to you in February.
4. Colleges and university reps will have an opportunity to view the displays before your presentations/introductions. Some schools will leave information or invite candidates to talk to them in the Ed Expo.
5. At 12:30 pm all design/tech applicants should be in the holding area ready to go into the audition room.

You should prepare a 90 second (maximum) speech to introduce yourself, describe your area of interest, goals, experience, and what you are looking for in a theatre program. **It is a good idea to practice what you are going to say – if you have trouble with public speaking, consider using notecards (this will make you look more prepared).**

6. A list of students each school would like to see will be posted following your presentations (just like the acting audition callbacks). Specific meeting locations will be indicated. Some schools will talk to you at your display after the presentations.
7. Because displays may not be removed until the end of all auditions (both performance and design/tech), some students may wish to bring additional evidence of their work that can be shown to college reps in the Ed Expo. For example, you could have your display, and also a small portfolio that is easy to carry around.
8. All materials will need to be removed from the display area at the end of the day on Thursday.

If you have questions please don't hesitate to contact:  
Cadie Burks, SETC Central Office, [cadie@setc.org](mailto:cadie@setc.org) or 336-272-3645