



## GRADUATE SCHOOL DESIGN/TECH INTERVIEW GUIDELINES

SETC 70th Annual Convention ♦ Knoxville, TN ♦ February 27 – March 3, 2019

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### REQUIREMENTS

- **Must have completed an undergraduate degree no later than August 2019**
- **Must have a minimum Grade Point Average of 2.75**
- **Application and payment must be submitted online by NOON January 22**

### THE PROCEDURE

You will be assigned an interview number which you will receive by email in February with a detailed schedule. Your application will be copied for the participating schools. It is a good idea to bring copies of your theatrical resume to give to the college representatives during interviews. Make sure you have reviewed [SETC's refund policy](#) and please note that all times are subject to change.

### SET-UP

1. Prepare a small display or portfolio of your work to be displayed in a 30" X 30" space and the space above it. Anything you display should be free standing; please do not assume that wall space will be available to you. You will be sharing a 6' table. You should also bring copies of your resume to set with your display.
2. Electricity may be available to you, but you are responsible for bringing any extension cords and electronic devices that you may need. SETC will not provide extension cords, etc.
3. ON SITE: Arrive at 12 PM on Friday, March 1. Set up your display at the designated table marked with your name and interview number. Location TBA – you will receive this information when your interview number is assigned.
4. Your display will be open for viewing for the college and university reps from 12:30 PM until 1 PM. You will not stay with your display at this time.
5. At 1 PM, the Graduate Design/Tech applicants will be lined up by number to give a short speech. Your speech should be no longer than two and a half minutes and should be a brief introduction including: your name, your theatre training background, what you are looking to accomplish in a graduate program, and what you are looking for in a graduate school. You can also include things like the type of degree you are seeking. 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. After everyone has given their speech, applicants will return to their display tables and the school reps will go around the room to talk to students. Some will have short interviews with you at your table and others may ask you to talk to them at their booth in the Education Expo.
7. The end time is open, but when interviews are over, applicants should break down their displays. Anything that is left in the room will be discarded.

**If you have any questions, please don't hesitate to contact:**

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