

**Department of Theater, Dance, and Performance Studies**  
**Application for University Theater Workshop**

**THEATER 196**

**General Information**

*Please read the following material carefully before submitting a proposal for University Theater Workshop. It is important that you fully understand and consider the details of your proposal and your ability to carry through on such a rigorous undertaking.*

**The Project:**

Theater 196 is a four-unit, letter-graded course, offered in either the Fall or Spring Semester. The 196 project includes either directing or choreography. The 196 is **not** restricted to Theater and Performance Studies or Dance and Performance Studies majors, but your experience in your area of proposal will be carefully considered by the faculty. Although undergraduate projects are given priority, graduate students may also apply for consideration.

**Recommended Preparation for Proposal:**

Students proposing a 196 project must demonstrate experience and potential ability in the chosen areas of their proposed project.

UCB 3.3 minimum GPA

Undergraduate students proposing a 196 in **directing** are required to have completed 60: Stagecraft and 162: Directing before beginning the project (that is, they can be enrolled in the course at the time of making the proposal).

Undergraduate students proposing a 196 in **choreography** are required to have completed 60: Stagecraft and 146B: Choreography (second semester) before beginning the project.

Other evidence of the student's ability to assume the creative and administrative responsibilities of the 196 project will also be considered. Please include documentation of such preparation/experience with your proposal.

Graduate students should provide information regarding previous coursework in the field of directing/choreography, as well as information about previous non-course-related experience. Again, please include all relevant documentation (a description is fine) in your proposal. Early in the proposal development process, please consult with the Head Graduate Advisor and (if applicable) your dissertation chair to determine if this project will be manageable in the overall vision of your year in grad school (in terms of coursework, teaching duties, dissertation writing, exams, etc.). Production opportunities are granted only to graduate students who are excelling in their academic performance.

**Faculty Supervisors:**

All proposals for a 196 project must be accompanied by a signed Faculty Supervisor agreement form and signed application. Students are encouraged to start discussing potential projects (both the possibilities and the limitations of what you envision) with

faculty supervisors as early as possible. Students are required to submit and discuss a rough draft of their proposal with their faculty supervisor at least two weeks before the final deadline for the proposals (see below). Faculty Supervisors will **not** sign proposals that have not been reviewed with them before the deadline. Faculty supervisors will then present the proposals to the faculty at large and, if the project is approved, be responsible for monitoring the student's progress on a weekly basis throughout the project.

### **Deadlines:**

The 196 Project may be undertaken in either the Fall or Spring semester; however, due to scheduling, project proposals must be submitted in the spring of the previous academic year according to the following deadlines:

Draft of Proposal to Faculty Supervisor: **Friday, February 7, 2014**

Final Proposal Due at 101 Dwinelle Annex: **by 4 PM Friday, February 21, 2014**

### **Budgeting:**

Financial support from the Department for production is minimal. This funding covers the cost of such items as flyers, photocopying, dry-cleaning of costumes, and performance rights to playscripts. You will be expected to work in close consultation with the Faculty Supervisor and production manager on the cost of production and staying within budget.

Students intending to apply for additional funding, grants, etc. outside the Department must notify the Department at the time of their proposal. In consideration of the limited time of the theater shop staff, and in the spirit of maintaining equity of resources among student productions, *the Department retains the right to deny the use of outside funding sources.*

### **Technical Requirements:**

Nearly all 196 projects are performed in Room 7 Zellerbach. It is essential, when considering and proposing projects for performance, to consider the physical and technological limitations of Room 7. Students will be expected to work within existing stage configurations and lighting plots. You should also realize that your technical rehearsal period will be modest, and you will not have guaranteed access to the theater for rehearsals before that time. You will be responsible for planning/designing, building, installing, **and removing** all elements of your production. Technical staff for the Department will be available for consultation, but it will be up to you to assemble and carry out your production construction and installation needs. All student productions will be assigned (by the production manager) designers, stage manager(s), and technical run crew from Department classes as available.

Proposals must include, to the best of the student's ability, a description of any and all "unusual" production elements such as live music, large casts, water, fire, special effects, etc. The student must also be accountable to both the faculty supervisor and the production manager for discussing any new/expanded production requirements that arise after the approval of the project or during the subsequent planning/rehearsal period.

**Department of Theater, Dance, and Performance Studies  
Application for University Theater Workshop**

**THEATER 196**

**APPLICATION**

*Proposals that do not include all requested information will not be considered. Please type. You may request an electronic copy of this form by emailing [ugprograms@berkeley.edu](mailto:ugprograms@berkeley.edu).*

Student Name \_\_\_\_\_ SID # \_\_\_\_\_

Address \_\_\_\_\_ City/Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Major(s) \_\_\_\_\_ Minor \_\_\_\_\_

\*Faculty Supervisor \_\_\_\_\_ **UCB GPA** \_\_\_\_\_  
(minimum 3.3)

FOR GRADUATE STUDENTS – Please acquire these signatures as well, if applicable.

Head Graduate Advisor \_\_\_\_\_

Dissertation Chair (if advanced to candidacy) \_\_\_\_\_

\*If lecturer or non-Senate faculty, please submit statement of waiver of remuneration with proposal.

**SUBMIT UNOFFICIAL COPY OF YOUR TRANSCRIPT WITH THIS APPLICATION.**

Semester/year in which you plan to graduate \_\_\_\_\_

Rank in order your preferred performance dates.

\_\_\_\_\_ early Fall      \_\_\_\_\_ late Fall      \_\_\_\_\_ early Spring      \_\_\_\_\_ late Spring

1. Please provide a written statement of 1-2 pages describing the 196 project you are proposing and why you would like to pursue it. In your statement, identify how the project relates to the rest of your course work and education in the Department or at Berkeley. Specifically address the suitability of this project for Room 7, a student cast, and a student director or choreographer. Also suggest a title that articulates the intention and “hook” of the work and why, ie., why would this draw an audience to see it? How long will it last? What are the perceived challenges you see now and how might you address them? Attach these additional page(s) to your application.

2. Describe any directing, choreography, or performance **experience** that you have had; please note which semester you completed any **courses related to your proposal** (i.e. 60, 162, 146B) and the grade you received:

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3. Describe any directing, choreography, performance, or **other courses** which you have undertaken outside of UC Berkeley or **research projects** that you have conducted that you feel support your proposal.

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4. List other performing/directing/choreography **commitments** that you have or anticipate having for the academic year, both on- and off-campus.

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Faculty Supervisor Signature

Date

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Student Signature

Date

**Department of Theater, Dance, and Performance Studies**  
**Faculty Supervision of University Theater Workshop Projects**

**THEATER 196**

Theater 196, University Theater Workshop, is one of two student-led production opportunities available in the Department. Undergraduates and graduates may submit 196 proposals.

We see these activities as educational opportunities open to a very small number of students: projects involving the production staff and space will be chosen on the basis of the conception of the project, the prior experience of the student making the proposal, and the Department's resources for supporting these productions. In all cases, the productions will receive minimal financial support. Theater 196 productions have support templates that do not vary show-to-show.

To assure the value of these projects, it's important for the faculty supervisor to take an active role in mentoring, advising, and monitoring the development of the project. It is reasonable to expect the supervisor to respond to the following questions in support of a student's application:

- title of the project
- goals for the project
- the student's qualifications, preparation and potential for responsibly achieving his/her vision
- scope and feasibility of the project, eg., number of participants, on and off stage
- the design factors of the project

Once approved, the Faculty Supervisor is responsible for advising and overseeing the student's project in all aspects of its development; this responsibility is extensive, and includes a willingness to participate broadly in the production process.

The Faculty Supervisor awards a letter grade to the 196 student.

The Faculty Supervisor is responsible for making sure all cast members are enrolled in the proper section of 171, and s/he assigns Passed or Not Passed grades to the cast.

These projects represent the highpoint of the Berkeley education to many of our undergraduate students, and they are critical in a different sense to graduate students. This kind of supervision is rarely recognized and never adequately rewarded, yet it is critical to this element of our curriculum; making a clear commitment to supervise a 196 project is one way of ensuring that the experience is a good one for everyone involved.

Lastly, Lecturers and non-Senate faculty may take on a supervision project as long as they submit a statement acknowledging that they are aware that there will be no remuneration for this extra work.

**Department of Theater, Dance, and Performance Studies**  
**Faculty Supervisor Agreement for Theater Performance Workshop Projects**

**THEATER 196**

Supervisors will be expected to make the following commitment to the Theater 196 projects they agree to sponsor:

1. Discuss and review the proposal with student prior to submission.
2. Attend meeting at which the presentation is presented for review and discussion.

If the proposal is accepted, the Faculty Supervisor will:

1. Participate in ongoing discussions regarding the development of the project, including but not limited to regular meetings with the student.
2. Attend **at least one** production meeting, preferably early in the process at which designers are present. The Supervisor should be willing to remain part of the dialogue as the collaboration process develops.
3. Be available to the Production Manager, and be willing to participate in resolving some production problems. Since the Faculty Supervisor is finally responsible for the project's function in the departmental curriculum, and in the student's individual program of work, matters having to do with the intellectual coherence, and practical effectiveness of the project should be negotiated, when necessary, between the Production Manager, the student, and the Faculty Supervisor.
4. Attend occasional rehearsals, including at least one technical and/or dress rehearsal.
5. Assume responsibility for the enrollment of cast members in the appropriate section of 171. All cast members must enroll by the end of the first week of rehearsal or be dropped from the production.
6. Attend at least one performance.
7. Participate in a review of the performance process and product with the student, and submit grades for both 196 student and cast in a timely fashion.

*I understand and accept these responsibilities.*

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Faculty Supervisor Signature

**This form must be signed and returned with the student's 196 application.**

**University of California, Berkeley**  
**Department of Theater, Dance, and Performance Studies**

Non-Employee / Unpaid Student Affiliate Appointment

(Please Print)

Name \_\_\_\_\_ Date \_\_\_\_\_  
(Last) (First) (Middle)

Present Address \_\_\_\_\_  
(Number) (Street) (City) (State) (Zip)

Telephone #: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Student I.D.#: \_\_\_\_\_

Have you ever been employed by the University of California? \_\_\_\_\_ (yes / no)

If "yes," Name of Department \_\_\_\_\_

Title of Position \_\_\_\_\_

Dates employed: From \_\_\_\_\_ to \_\_\_\_\_

Are you a citizen of the U.S.? \_\_\_\_\_ Green card # \_\_\_\_\_

If "no:" Visa Class \_\_\_\_\_ Intended stay \_\_\_\_\_

Date entered U.S. \_\_\_\_\_ Country of res. \_\_\_\_\_

Faculty Supervisor: \_\_\_\_\_

Current Academic Semester and Year: \_\_\_\_\_

8/28/14