

MUSICAL THEATRE AUDITIONS CLASS

THEA 373 Spring 2026

1. Course Basics

THEA373 Section 1 MT Auditions class (3rd yr Musical Theatre students)

CLASS MEETS SYNCHRONOUSLY T TH 12pm-1:45PM

2. Instructor Information

TEAM TAUGHT BY:

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DEPARTMENT OF THEATRE AND DANCE

Ball State University, Muncie, IN

OFFICE LOCATIONS, OFFICE HOURS AND PHONE NUMBERS: **SEE CANVAS**

3. Course Information

Course Description:

A course to study and participate in the art form of auditioning and the process of how to succeed in the performing arts field. Taught by three professors with hands on experience, they will take you through steps, tactics, do's don'ts and Musical Theatre industry standard practices that change continually. The fear of auditions should become second nature and treating your career as a business your own standard.

COURSE OBJECTIVES:

- To master musical theatre audition techniques as they relate to acting, singing, dancing, and discipline on adjacent skill sets
- To develop a thorough and thoughtful understanding of the stylistic characteristics of musical theatre repertoire and apply these to audition packages
- To gain experience in receiving an adjustment and rethinking the moment, scene, monologue..... then immediately executing an attempt in producing the adjustment. This applies for dance, scene and song.
- Learn tactics and the most professional approaches for both in person and online submissions as it pertains to the most up to date audition trends
- Follow generally accepted standards of professional behavior in dance auditions, toward accompanists, musical directors etc....
- Integrate REAL world audition practices through classroom experience

Prerequisites:

This course falls Spring semester for Musical Theatre third year students and their 8 semester plan.

Credit/Time Statement

This studio performance course is worth 1 credit hour. Each hour of credit requires 100 minutes of in-class work per week as well as 70 minutes of out-of-class work per week – study, practice, etc.

Course Modality/Structure

- This class will meet mostly synchronously every TUESDAY AND THURSDAY 12:00PM-1:45PM
- The two studios for this course are Ball Gym KDS or Ball Gym 104. There are two sections of this class which at times will be taught as one group.
- This course works in audition modules with various objectives for each (a certain era, certain music style, certain show genre etc....)
- Most audition modules will span two class periods. A few will be virtual submissions to work on your own.
- You will always get an audition notice to begin each module 24-72 hours before to keep with industry protocol in current trends.

4. Course Materials

DANCE: ATTIRE THAT SHOWS BODY LINES AND ADHERE TO BSU DANCE DEPT GUIDELINES. Pruis stage is slippery so you may want to have a damp paper towel or damp towel to help.

FLAT JAZZ SHOES FOR ALL.

HEELED CHARACTER SHOE FOR THOSE BODIES THAT WOULD AUDITION FOR HEEL WEARING CHARACTERS.

ACTING: Scenes and Sides will be posted on Canvas. Sometimes hand given as a cold read.

VOCAL: You should always have music as described in the AUDITION NOTICES. Always have neat in a binder. You will learn as you go and get critiqued to assure your book is in excellent educated working order.

PICTURE AND RESUME should be on hand when asked for it.

BRING AN OPEN MIND AND A SENSE OF HUMOUR AND A PROFESSIONAL ATTITUDE TO CLASS as well as WHEN YOU PREPARE at home.

NO REQUIRED BOOK

5. Course SUCCESS, ASSIGNMENTS and GRADING

Course SUCCESS:

Treat this course as though you are auditioning for your next job constantly and how one must save time outside of class to prepare. Preparation, research, knowing what to wear, what to sing, rehearsing, memorizing sides etc....are all part of it. Preparation equals success. Schedule office hours for feedback. Take feedback and bring it into the following modules so you can continually be self-aware and grow in the artistic and business side of Auditioning

ASSIGNMENTS:

Assignment details, including instructions, due dates, and grading will be posted and updated on Canvas. Please check Canvas regularly to stay informed and on track.

Grading Policy

It is our policy that appropriate evaluation of your academic performance is an integral part of your learning experience. In the absence of mistakes, fraud, bad faith or incompetence, we will be the key decision-maker on the assignment of grades. For information concerning grade appeals, [consult the Ball State website](#).

GRADING CRITERIA

– students will be assessed as follows:

- The final grade is calculated and assigned based on the successful completion of the following course requirements – please note that the rounding of any and all decimal points is at the discretion of the instructors:
 - **Audition Packages - 90 %** - the lowest score will be dropped IN EACH OF THE THREE AREAS. NOT NECESSARILY ALL FROM THE SAME PACKAGE
 - **A WRITTEN paper-10%**
- In relationship to audition packages, students will receive a total of 30 points in each area of evaluation (acting, singing, dancing), 20 points to be assigned by the instructor of expertise in the given area, and 5 points each to be assigned by the remaining two instructors.

- For **acting audition** packages, the acting instructor will assign 20 points, and the music and dance instructors will assign 5 points each.
- For **vocal audition** packages, the music instructor will assign 20 points, and the acting and dance instructors will assign 5 points each.
- For **dance audition** packages, the dance instructor will assign 20 points, and the acting and music instructors will assign 5 points each.

COURSE GRADING SCALE

30 to 27 points	A
23 to 26 points	B
19 to 22 points	C
15 to 18 points	D
14 to 0 points	F

Additional Grading Notes – Please keep the following important points in mind regarding grading policies and procedures

- Minimum Grade Policy: The lowest acceptable grade in a course for credit toward a major or minor in Theatre or Dance is C.

Additional Grading Notes – Please keep the following important points in mind regarding grading policies and procedures

- Class participation/attendance is essential to the development of every dancer – it is a base-level requirement. Perfect attendance does not mean that the student will earn an “A”, and not attending and participating in class fully is equivalent to missing opportunities for growth.
- The instructor looks at skill level, comprehension and/or creativity, progress, work habits, and fulfillment of potential. If a student fulfills minimum requirements of class, adheres to the attendance policy, and performs adequately in the above areas, the instructor considers that student to be doing average work, which means a “C” grade. To attain a “B”, a student must do more than just fulfill minimum requirements and excel in one or more of the above areas. To attain an “A”, the student’s work must be superior in all areas.

6. Required University Statements and Policy

University Statement

We are committed to ensuring that all members of the community are welcome, through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse.

Disability Statement

If you need course adaptations or accommodations because of a disability, please contact the instructor of record as soon as possible. Ball State's [Disability Services Office](#) coordinates services for students with disabilities; documentation of a disability needs to be on file in that office before any accommodations can be provided. Disability Services can be contacted at 765-285-5293 or dsd@bsu.edu.

Attendance

- Absences will be **excused** for the following: funeral and bereavement leave, jury duty, late course addition, military absences, observance of religious holidays, pregnancy leave, student-athletes participating in University- or department-approved activities, and university advisories.
- Students may encounter other UNEXCUSED circumstances (e.g. car accidents, job interviews, ILLNESS) that result in course absences. Only faculty members can excuse these absences and adjustments are at the discretion of the instructor. **YOU ARE ALLOWED THREE UNEXCUSED ABSENCES. No more than 2 unexcused classes** can be missed before consequences begin toward 1/2 letter
- grades for each additional day. This is to promote good professional learning outcomes for jobs, auditions, rehearsals, etc...
 - **UNEXCUSED absences include illness with a doctors note. You have 2 so use them for mental health day, just need a break, illness, homework overload, doctors appt etc....**

WE WILL BE ADHERING TO FIELD-SPECIFIC BEST PRACTICES as well as student well-being.

- In general, students are expected to notify all their instructors once they anticipate being absent for any reason (e.g., funeral) or as soon as possible.

MISSING OR LATE WORK:

DETAILED FIELD-SPECIFIC PRACTICES FOR THIS COURSE:

IF you know you will be missing an audition day in advance you must email ALL instructors and let them know before the start of that class day what date you will be missing and why!! This is preferred 24 hours in advance at least. If you are ill the morning of an audition day, just email both instructors. IF the email is sent you are allowed to make it up. This is professional practice in the real world. If the email was not sent and no communication or thought to communicate via email, a zero will simply be given. The email factor is merely training on how to miss a rehearsal or audition in the professional world.

MISSSED WORK OR DIGITAL SUBMISSION MAKE UPS ARE ALWAYS DUE ONE WEEK AT THE START OF CLASS FROM THE ORIGINAL DATE.

7. Recommended Statements, Policies, and Information

Freedom of Expression

In this course, we are committed to fostering a learning environment that values intellectual diversity, encourages free expression, and promotes open inquiry. As members of the Ball State Community, we treat each person in the Ball State community with civility, courtesy, compassion, and dignity and respect and learn from differences in people, ideas, and opinions. Please review Ball State University's [Statement on Freedom of Expression](#), the resources on Ball State's [Freedom of Expression webpage](#), and [Ball State's Beneficence Pledge](#).

Title IX

Ball State University is committed to providing a safe and inclusive learning environment for all students. If you or someone you know has experienced sexual harassment—including sexual assault, dating violence, domestic violence, or stalking, please know that you are not alone. The University offers support services and resources. For more information or to report an incident, please visit bsu.edu/titleix or contact the Title IX Coordinator at 765-285-1545 or at titleix@bsu.edu

As your instructor, I am a mandatory reporter under the Title IX policy and required to report any information I receive about possible sexual harassment. This includes information shared in class discussions, assignments, or private conversations.

What happens after I report? The Title IX Coordinator will email the person who experienced sexual harassment (complainant) and invite them to schedule a meeting. If the complainant **chooses** to meet with the Title IX Coordinator,

- Title IX Coordinator will offer supportive measures (e.g., counseling, extensions on deadlines, course-related adjustments, changes to work or class schedules, and/or referrals to campus offices), review the policy, and discuss options to move forward.
- If a complaint is filed by the complainant or the University, an investigation will begin following University policy.

University Grade Appeal Policy

If you believe you received a final course grade that does not reflect your performance due to fairness or a procedural issue, you have the right to file an appeal within 5 school days after final grades are posted by the Office of the Registrar. Review the [University Grade Appeal Policy and Process](#).]

Student Academic Ethics Policy

Honesty, trust, and personal responsibility are fundamental attributes of the university community. Academic dishonesty and other forms of academic misconduct threaten the foundation of an institution dedicated to the pursuit of knowledge and will not be tolerated. To maintain its credibility and reputation, and to equitably assign evaluations of scholastic and creative performance, Ball State University is committed to maintaining a climate that upholds and values the highest standards of academic integrity. Visit the VPAA's [academic integrity website](#) (Students tab) for resources on understanding academic integrity, citing sources properly, and avoiding inadvertent academic dishonesty. To learn about BSU's academic integrity expectations and students' rights, please read the University [Student Academic Ethics Policy](#).

Academic integrity violations include giving or receiving an unfair academic advantage (cheating), presenting someone else's ideas or work as your own (plagiarism), and falsifying academic records. Unless otherwise indicated, you must work independently by yourself. Check with me if you are unsure whether something constitutes academic dishonesty. Examples of academic integrity violations include but are not limited to:

- Using resources not authorized by the faculty member (including devices, AI tools, hidden notes, and open books)
- Using commercial study websites to find answers to graded assignments (Chegg, Course Hero, StudyPool, OneClass, etc.).
- Without the instructor's written permission, giving away, buying, or selling graded assignments class notes, exams, study guides, or other course materials to other students or to third-party vendors (Course Hero, Chegg, 24HourAnswers, etc.).
- Working with another person on any assignment other than authorized group projects.
- Sharing or allowing others to access your files, whether done with permission or not.
- Reusing your own work from another semester, course, or section.
- Sharing answers with others during exams (passing notes, texting, whispering, gesturing)
- Discussing exam questions and answers with students who have not taken the exam.
- Soliciting others to complete work for you.

Generative AI Statement

[It is up to the faculty and/or their academic unit to determine if, when, and how generative AI use is permitted. It is strongly recommended that faculty clearly communicate their expectations about students' use of AI in their course and/or on specific assignments. Note that many applications (e.g. Grammarly, Microsoft Word, Canva, OneNote, and Evernote) have AI built-in features such as text predictions and AutoComplete as well as organizing and summarizing information. Below are potential statements, based on Perkins et al. (2024) [AI Assessment Scale](#) and the [GAI Use Scale](#), that faculty may copy verbatim or modify to fit their needs for the entire course or for specific assignments. Faculty are encouraged to engage in dialogue with their students throughout the course about the ethical use of generative AI. For generative AI and academic integrity resources, see the [VPAA's website](#); for AI information, tools, resources, and courses, see [AI Initiatives at BSU](#).]

No Generative AI Use

All work conducted and/or submitted in this course should reflect your own ideas and demonstrate your current knowledge, abilities, and skills. Therefore, generative AI should not be used to complete any portion of the assignment(s). Doing so constitutes a violation of Ball State University's [Student Academic Ethics Policy](#).

The Learning Center

The Learning Center offers free Tutoring and Academic Coaching for many courses at Ball State. Students can make appointments for online (Zoom) or in-person (NQ 350) appointments. To make an appointment, visit myballstate.bsu.edu and click on "Navigate" in the Academic Tools section, or just go directly to bsu.navigate.eab.com.

Testing accommodations for students with disabilities are available for students who have received the appropriate documentation from Disability Services. Tests may be administered in the Learning Center.

Supplemental Instruction is available in select courses. If you have an SI leader for your course, that person will provide students with information the first week of school regarding weekly study sessions. For more information about Learning Center programming, visit bsu.edu/learningcenter or call 765-285-1006. Follow us on Instagram: [BallStateLC](#).

The Writing Center

All writers improve with practice and feedback, so as a student in this course, you are encouraged to use the Writing Center (in Robert Bell 295 during weekdays, Bracken Library First Floor West in the evenings, or online during any of our regularly scheduled hours) to get additional feedback on your writing. The Writing Center offers free planning, feedback, and accountability sessions (in person and online) to all students composing essays, reports, reflections, research projects, web content, lesson plans, slideshows, poster presentations, resumes, and other digital or print texts. To schedule a free appointment to discuss your writing, go to bsu.edu/writingcenter. Online and in-person appointments are available; however, plan ahead because appointments book quickly!

The Basic Needs Hub

If you are having difficulty affording enough food, do not have a safe and reliable place to sleep, and/or experiencing an emergency or crisis, help is available through the [Basic Needs Hub](#). The Basic Needs Hub has information, resources, and provides individualized support to students. To talk with a supportive staff member about your experience, receive one on one assistance, or learn more about resources, you can submit a [Basic Needs Assistance Form](#).

The Counseling Center

The Ball State University Counseling Center offers free and confidential services to all students. The Counseling Center is located in Lucina Hall, Room 320. To schedule an appointment, you can contact us at 765-285-1736. Ball State also offers a 24/7 Crisis Line, which can be reached at 765-285-HOPE (4673). The Crisis Line is a mental health resource for those who are struggling with any mental health concerns, including thoughts of self-harm and/or suicide.

At the Ball State Counseling Center, we see students for a variety of reasons, some of which include homesickness, relationship concerns, anxiety, and depression. At your first appointment, you will work with a therapist to create a plan that will connect you with resources that best fit your needs. We assist students with getting connected to therapy at our Center as well as connecting students to self-help resources, other on-campus resources, and community-based resources. All Ball State students also have access to several on-demand, self-help resources through a variety of different platforms. All of these resources, including a direct link to our website, can be found [here](#).

The Speaking Center

The [Speaking Center](#) is a free resource available to all members of the BSU community wanting to improve their public speaking abilities. We offer personalized coaching designed to help you become a more confident and effective speaker. Our trained coaches provide constructive feedback and support throughout the entire speech preparation process, whether you are in the early stages of brainstorming ideas and organizing your thoughts, or you need to practice your delivery and refine your message.

The Center is in the David Letterman Communication and Media Building, room 302. To schedule an appointment, please access us through your Navigate app or use this [direct link](#) to sign up for a time. Appointments are available both in person and on Zoom. Appointments are available in person, on Zoom, and in virtual reality (VR) for those interested in practicing in an immersive speaking environment.

Canvas Accessibility

Canvas provides a user experience that is easy, simple, and intuitive. Special attention has been paid to making Canvas screen-readable. The Rich Content Editor encourages users to create accessible content pages (i.e. text formatting is accomplished using styles). Canvas is designed to allow limited customization of colors and schemes to be accessible for all users. The National Federation of the Blind granted Canvas the Gold Level Web Certification in 2010. **Find more information by visiting the [Canvas Voluntary Product Accessibility Template \(VPAT\)](#).**

FERPA and Privacy

As a student, your educational records are considered confidential. Under FERPA (Family Educational Rights and Privacy Act), your records are confidential and protected. Under most circumstances, your records will not be released without your written and signed consent. However, some directory information may be released to third parties without your prior consent unless a written request to restrict this is on file. You can learn more about student rights to privacy by reading [Ball State's FERPA and Privacy and Protection](#).

Plagiarism Detection

The campus subscribes to Turnitin, a plagiarism prevention service, through Canvas. You may need to submit written assignments to Turnitin. Student work will be used for plagiarism detection and for no other purpose. The student may indicate in writing to the instructor that he/she refuses to participate in the plagiarism detection process, in which case the instructor can use other electronic means to verify the originality of their work.

8.Course Expectations and Policies

Course Participation Expectations

- This course is designed with weekly audition modules, activities, discussion, and other forms of regular collaboration and communication.
- It is recommended that you log into your Canvas course 3 to 4 times a week and check your official Ball State email account daily to view announcements and prepare for class.
- Complete all assignments, papers and any other activities by the stated due dates.

Feedback Policy

- We will respond to email from your official Ball State email address as soon as we are able.
- We will grade your assignments and audition modules in a timely manner. Please allow for extra time when your three professors are working overtime for recruitment and/or professional gigs to keep our department thriving.
- Contact us directly if you have questions or concerns about your performance in class.

Late Assignment Policy

- SEE OUR CLASS RULE UNDER GRADING POLICY ABOVE. ADDITIONALLY: Internet connectivity and technical issues may occur and impede you from turning in work on time. Turn in work early and often, and set up a back-up plan, such as visiting a local library or borrowing a peer's computer.
- You have one (1) permitted late assignment to allow for these issues, to which you can turn in one assignment 24 hours late.
- Canvas will not accept assignments for grading after 11:59 pm EST/EDT on the final day of class.

Engagement Expectations

To support a respectful and engaging academic community that encourages the free exchange of ideas and civil discourse, we will follow these ground rules:

- **Respect different perspectives.** Share your ideas and let others share theirs.
- **Challenge ideas, not people.** Disagree respectfully. No personal attacks or put-downs. Focus on exploring ideas critically and constructively.
- **Listen to understand.** Stay curious, ask questions to understand, and give others space to speak.
- **Assume good intentions.** Approach discussions with curiosity and compassion.
- **Keep it private.** What is shared in class stays in class. Do not share others' words or work without permission.
- **Be respectful.** Avoid hurtful language, stereotypes, or content that may demean others. Keep feedback constructive.

8. Course Schedule

The course calendar is posted on Canvas in our Welcome Module. The course schedule may shift over the semester. The most current version of the schedule will always be available on Canvas. I encourage you to check Canvas regularly for updates and contact me if you have any questions.

9. Subject to Change Statement

This syllabus is subject to change in the event of extenuating circumstances.