

GUIDELINES FOR THE CREATIVE AND PERFORMING ARTS SCHOLARSHIP IN THEATRE

Creative and Performing Arts (CAPA) Scholars students are chosen for their ability, intelligence, talent, and dedication. They are viewed as representatives of the best that Theatre has to offer. CAPA scholarships are the equivalent to full in-state tuition and mandatory fees and are awarded on a semester basis.

CAPAs awarded to fall incoming freshmen are renewable for up to eight semesters of full time undergraduate study. CAPAs awarded to upperclassmen are awarded for a specific time period, based on the expectation of graduation in four years.

Along with accepting the responsibility to embody the high standards of the Theatre Program, CAPA Scholars accept the following obligations:

1. Scholarship recipients must attend the University of Maryland to pursue a Bachelor of Arts degree with **Theatre as the primary major and carry at least twelve credits each semester**. Students who fall below the 12 credits required, as "full time" will be charged back their scholarship by the Bursar's Office. CAPA scholars must register and successfully complete at least one Theatre course each semester.
2. **CAPA scholars must maintain a 3.00 cumulative grade point average.** Any CAPA scholar whose average falls below this average will be put on probation for the following semester and may not participate in any theatre productions during that time. If the scholar's cumulative GPA has not returned to at least a 3.00 by the end of that semester, the CAPA scholarship cannot be renewed. No CAPA scholar may be on probation more than once.
3. **CAPA scholars must participate in areas of service with in TDPS as an ambassador.** This can include volunteering to give prospective student tours, attend recruitment events, assist with future scholarship audition dates, and other requests as made by the Scholarship Committee and TDPS Director.
4. **Scholarship recipients must audition each semester for roles until they are cast in main stage productions.** Scholarship recipients not chosen to perform must seek other areas of participation that semester, such as production. **Theatre CAPAs are required to register for a THET 429 (performance credit) or TDPS 479 (production credit) required for service each semester.** The production experiences expected of scholarship recipients may not be used to fulfill the obligation to required courses.
 - a. **Performance students** not cast in a given semester may fulfill their CAPA obligation by working in a production position in the Main-stage Season or, with permission, by performing for the Second Season Series.
 - b. **Design/Production students** must complete a production position (TDPS 479) each semester or handle an administrative assignment selected by the Design/Production Cluster Faculty. With permission, students may have the option to design or stage-manage a project for the Second Season Series OR design or stage-manage a production for the MFA in Performance.
5. CAPA scholars may apply for the following exemptions from their CAPA service obligation:
 - a. Any CAPA scholarship recipient who finds a script or a proposal for a production **offensive to his or her personal beliefs** may submit an exemption form to the Scholarship Coordinator - and meet to discuss the issue - in order to secure a waiver from auditioning for that one production. They would need to meet their service obligation on another production that semester.
 - b. Any CAPA scholarship recipient, who has had a CAPA award for at least six semesters, may apply to

be exempt from production duties for one semester. To do this, the recipient must secure an application form from the Scholarship Coordinator, fill it out, and submit it - before auditions are held or the crews selected for shows scheduled during the semester he/she wishes to have off. If the application is accepted, the Scholarship Coordinator will inform the directors (or designers/technical director) that the student will be unavailable for the coming semester and will keep records verifying the one semester exemption from production work. **Students with this exemption may not participate in any theatre production work on or off campus, except that which is part of a specific class requirement.** This exemption is a privilege, not a right, and each request for an exemption will be judged on the individual merits of the student applying. **This exemption does not apply to any of the other obligations of the CAPA scholarship.**

- c. Any CAPA scholarship recipient, who is in good standing who chooses to do a **semester study abroad** - may apply to be exempt from service duties for that semester. They would not receive CAPA funds for this semester, but their scholarship would be reinstated when they return as long as they are in good academic standing. This one-semester leave of absence does not count toward their semesters of eligibility. Please submit in writing submit it before auditions are held or the crews selected for shows scheduled during the semester he/she wishes to have off (middle of the semester prior). If the application is accepted, the Scholarship Coordinator will inform the directors (or designers/technical director) that the student will be unavailable for the coming semester, and will keep records verifying the one semester exemption from production work.

Any CAPA scholarship recipient who chooses to receive funds while studying abroad will not receive a one semester extension to complete any necessary coursework.

- 6. Scholarship recipients are expected to **attend all meetings** called by the School's Scholarship Coordinator, **work on the Scholarship Audition Day** that takes place on or before the start of spring semester each year; and assist on all projects designated by the Scholarship Coordinator as being important to the maintenance of the scholarship program. This contribution does not include paid work-ship time or laboratory work for other theatre courses.
- 7. Scholarship recipients who wish to engage in performance experiences outside of the School of Theatre, Dance, and Performance Studies must petition in writing, explaining the nature and duration of the commitment. CAPA must provide a list of their current School rehearsals and performance commitments and demonstrate a lack of conflict between those commitments and the outside event. Permission is not granted when outside work conflicts with Main-Season productions.
- 8. **Scholarship recipients** requesting scholarship continuation for the next semester shall **submit a form listing the current semester's participation to the Scholarship Committee**. There will be a meeting of the students and the Scholarship Committee to review each student's progress before December 1 in the fall semester and May 1 in the spring. Students will be notified of the tentative renewal or final withdrawal of their scholarships by December 15 or May 15. Final renewal will be contingent upon computing the cumulative GPA. The renewal application consists of (1) the students' current resume and (2) a Review Form indicating how the student continues to meet the obligations of a CAPA scholar. CAPA scholars are notified of the renewal (or withdrawal) of their scholarship within one month of the posting of all final grades.