Yale SCHOOL OF MUSIC  
Office of Concerts and Public Relations

Cancellation or postponement of a recital after approval of the recital contract requires submission of this form. If the cancellation is due to illness or injury, a physician’s note verifying the condition must be submitted with the form, unless waived by the deputy dean. Without such verification or a waiver by the deputy dean, the student is subject to a $500 fine.

Rescheduling the recital may not occur until this form has been completed and submitted to the concert office.

__________________________
Student Name

__________________________
Date / Time / Venue of recital

Reason for postponement or cancellation:

__________________________
Signature of student

Date

__________________________
Signature of major teacher

Date

__________________________
Signature of deputy dean

Date

☐ Physician's note waived

__________________________
Signature of operations manager

Date