

Dear Dance and Drama students,

The Spring 2024 Drama 101 Show Crew sign-up process is OPEN online.

1. Go to <http://sites.uci.edu/callboard/drama-101-crew/> and review the information.
2. Click on the Drama 101 Request Form link: [Drama 101 Crew Request Form](#)
3. **Complete the Drama 101 Request Form by Tuesday, February 27, 2024 at 11 AM to be considered for Spring Show Crew.**
(Note: Priority will be given in this order: Graduate Students, Senior, Junior Transfers, First Year Students, then Juniors, then Sophomores - within each section, priority will be based upon experience and the time you completed this survey.)

For Spring Drama 101 Shop opportunities, please contact the Shop Head directly to express interest:

- Scenic/Production Studio: Bill Kingsbury: wkingsbu@uci.edu
- Props: Pam Marsden: pmarsden@uci.edu
- Costumes: Jenn Dugan: jmdugan@uci.edu
- Lighting: Joe Forehand: jforehan@uci.edu
- Sound: Mike Ritchey: mnritche@uci.edu

(Note: the shops only take a few students per quarter.)

4. After completing this form, you will be contacted via e-mail no later than the evening of Wednesday, February 28, 2024 with your potential Show Crew Assignment. (Please note: the Drama 101 has mandatory attendance policy so please confirm that you do not have conflicts before signing up for a Crew position.)
5. You must return to the Production Office (or contact the Production Office) between Monday, March 4 to Wednesday, March 13 at 5 PM in order to enroll and accept your Show Crew Assignment. It is recommended that you come to the Production Office when there are Production Office TAs working as denoted by the Production Office schedule here: <https://calendar.google.com/calendar/embed?src=production%40uci.edu&ctz=America%2FLosAngeles>.

If you do not enroll in your Show Crew Assignment at the Production Office by the requested time, your Crew assignment will be offered to another interested student on a first come first serve basis, beginning on Thursday, March 14th.

If you have any questions or concerns, please contact production@uci.edu.

Thank you,
Joel

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*located on the lands of the Kizh (Gabrieleño), Acjachemen (Juaneño) and Payómkawichum (Luiseño)

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Sent during my work time, please read/respond during an appropriate time for you. I honor and respect boundaries around personal time, well-being, caretaking, and time off.