

USC Instrumental Ensembles  
AUDITION PROCEDURES/GUIDELINES

In order to recreate the professional audition environment and to preserve anonymity, the following guidelines must be followed by proctors, auditionees and the committee for instrumental ensembles auditions at the University of South Carolina.

- Auditionees will sign up for a specific audition time according to their instrument, using the last four digits of their social security number only.
- Auditionees will report to the assigned audition site one “slot,” or designated audition time, prior to their specific audition time. The auditionee will then fill out the appropriate line of the Proctor Key Sheet.
- The auditionee will then wait for the proctor to greet them and escort them into the audition room.
- When the auditionee is ready to begin, the proctor will announce the order number by saying “Auditionee number \_\_\_\_ is ready to begin.” The committee will take the auditionee through the process, and once dismissed, the auditionee is free to go.
- Auditionees are not allowed to speak during the audition. If the auditionee misunderstands any directions or has any questions, these inquiries must be addressed to the proctor only. The proctor will relay such requests and/or questions to the committee. If the committee asks a question or has a request, the auditionee must not answer as if in a conversation; all verbal communication will be through the proctor. Failure to adhere to these rules may force the dismissal of the auditionee.
- The entire audition process will remain anonymous through the ensemble and chair placement. The committee may not see the Proctor Key Sheet until all auditionees are placed into ensembles and chairs by audition number. At that point, changes in placement may not be made.