

## PRACTICE ROOM PROCEDURES

1. Practice Rooms on the first floor and a few on the second floor will be unlocked and they can be obtained on a “first-come-first-served” basis – no reservation required, including MB 2524, which is for piano majors only. These rooms will be available from 8:30 AM – 4:30 PM, MTWTH. After 4:30 PM, the rooms will be locked.
2. If you need to use a room after hours or on Friday, please contact Dan or Renuka for the room and time you will be using it.

Friday reservations must be made **BY THURSDAY AT THE LATEST**, either in-person, or by emailing a request to: [Renuka Asirvatham](#) or [Danny Howdeshell](#)

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