

**Tennessee Technological University
Summer Theatre Institute
Sunday, May 31, 2026 - Thursday, June 4, 2026**



Student Handbook

Address

Backdoor Playhouse
Tennessee Tech Campus
805 Quadrangle
Cookeville, TN 38501

Email

Jennifer Shank, Dean of the College of Fine Arts, jshank@tntech.edu
Colin Hill, Director of the School of Music, cjhill@tntech.edu
Joe Frank Williams, Camp Coordinator, jfwilliams@tntech.edu

Welcome to the 2026 Summer Theatre Institute at Tennessee Tech

The Tennessee Tech Summer Theatre Camp is a five-day immersive experience for students ages 14–18. The camp is designed to provide students with a wide range of engaging, hands-on theatre experiences in a supportive and creative environment.

Students will participate in performance-based activities such as acting, scene work, and improvisation, while also exploring key areas of theatrical production like movement, voice, script analysis, stagecraft, and basic technical theatre. Throughout the week, students will work closely with experienced instructors and participate in workshops, rehearsals, and masterclasses tailored to their interests and skill levels.

In the evenings, students will enjoy social activities, performances, and opportunities for rehearsal or creative downtime. While the camp emphasizes theatre training and performance, it is also designed to be a fun, collaborative, and inspiring experience.

We are thrilled that you have chosen to attend the Summer Theatre Camp and look forward to welcoming you to campus!

Sincerely,

Dr. Jennifer Shank
Dean, College of Fine Arts

Arrival and Registration

Registration

Sunday, May 31, 2026 From 12:00 - 2:00 p.m. (CST) at the Backdoor Playhouse.

805 Quadrangle

Cookeville, TN 38501

All students under the age of 18 before May 31, 2026 must be accompanied by a parent or guardian for Summer Music Institute registration and departure check-out.

Registration Forms Check List

All parents or guardians (or students over the age of 18) must fill out the following forms **prior** to arrival on campus.

- O Student Information Form ([link here](#))
- O Student Release Form ([link here](#)) – Email to jfwilliams@tntech.edu

*Completed Student Release Forms should be emailed to jfwilliams@tntech.edu.

Check Out

Will be Thursday, June 4, 2026, **from 5:30 p.m. – 6:30 p.m. CST** in the Bryan Fine Arts Building Lobby immediately following the final performance. Student luggage can be picked up from the dorm Lobby immediately following check out.

Parents are strongly encouraged to attend our final student performance on **Thursday, June 4, 2026 at 4:00 p.m.** in Wattenbarger Auditorium.

All students under the age of 18 before May 31, 2026 must be signed out by a legal parent or guardian before leaving the TN Tech campus.

Driving on Campus

Commuter students over the age of 18 before May 31, 2026 may drive themselves to the TN Tech campus daily for participation in the Summer Music Institute.

Commuter students under the age of 18 must be signed in and out by a parent, legal guardian, or a parent/guardian must fill out a permission-to-drive form for the attending student. More information on the check in and out process for commuter students will be provided at registration.

Overnight student participants (non-commuters) are **not** permitted to bring a vehicle to campus unless they are over the age of 18 on or before May 31, 2026. Overnight student participants over the age of 18 must not drive their car for the duration of the Summer Music Institute.

Tennessee Tech University Campus Rules and Guidelines

1. The possession or use of alcohol or other drugs, fireworks, and weapons is strictly prohibited.
2. The operation of a motor vehicle by minors during the program is prohibited unless required by the nature of the program (see above).
3. The parking of participant vehicles must be in accordance with Tennessee Tech parking regulations.
4. No violence, including but not limited to sexual violence, will be tolerated on the Tennessee Tech campus.
5. No discrimination or harassment will be tolerated.
6. Hazing of any kind is prohibited. Bullying including verbal, physical, and cyberbullying is prohibited.
7. No theft of property will be tolerated.
8. No use of tobacco products or electronic nicotine delivery systems (vaping) will be tolerated.
9. Misuse or damage of Tennessee Tech property is prohibited. Charges will be assessed against those participants who are responsible for damage or misuse of Tennessee Tech property.
10. Inappropriate use of cameras, imaging, and digital devices is prohibited, including use of such devices in areas where privacy is expected by participants.
11. In-dorm-room visitation is restricted to participants of the same gender.
12. Guests of participants (other than parent or legal guardian and other program participants of the same gender) are limited to visitation in public building lobbies and only during approved hours specified by the program.
13. Participants must comply with all security measures and procedures specified by Tennessee Tech Office of Residential Life.
14. Minor participants may not be released to anyone other than individuals listed on their signed and notarized Participant and Information Release form.
15. At no time during the Summer Music Institute, are students permitted to be in any building on campus other than: the dorm, Bryan Fine Arts Building, the Roaden University Center (for meals), unless accompanied by an approved staff member of the Summer Music Institute.

Housing and Meals

Dormitory Information & Rules

Non-Commuter Students will stay in dorms on Tennessee Tech's campus.

Students will be housed with a roommate of the same gender and similar age assigned at random, unless a **roommate request** was indicated on the **General Student Information Form** before May 8, 2026.

- At no time during a participant's stay on TN Tech's campus, are students of the opposite gender to be off of their designated dormitory floor unless it is in the dormitory lobby supervised by SMI counselors or staff.
- Students are never permitted to be on a dormitory floor assigned to the opposite gender.
- Dorms have two community bathrooms on each floor. Only students of the same gender will be permitted to use the hall bathrooms. **At no time** should a student enter a bathroom designated for the opposite gender.
- All students must be in their designated dorm rooms by 10:30 p.m. for room checks. Students should not leave their designated dormitory floor between the hours of 10:30 p.m. and 6:45 a.m. Any student who does not adhere to this rule will be immediately dismissed from the Summer Theatre Institute.
- Two counselors of the same gender, and who have adhered to the TN Tech Protection of Minors overnight supervision policies, will be on each dormitory floor. Should students have any needs, they may reach them at any time. Students will have access to counselor cell numbers on their floor and in their information folders in case of emergency.
- A residential life director will be located on the third floor of the dormitory. He may be reached at any time during the camp in case of student or parent emergency. His name and information will be provided to parents and students at registration.
- All Tennessee Tech University Campus Rules & Guidelines listed above apply to the dormitory information and rules section and are expected to be adhered to at all times.

Students are expected to attend all camp scheduled events. During free time, students will have the option to participate in provided activities or go back to their dorm room. Students are not permitted to be in any building on campus other than the Backdoor Playhouse, the University Center, and the dormitory unless accompanied by camp staff.

Student attendance will be taken at all rehearsals, classes, and evening activities. Should students have a medical emergency or need to miss a rehearsal or class, they should notify a counselor or member of camp staff immediately.

Commuter students must be signed in for camp every morning no later than 8:00 a.m. and may be picked up following the evening activities at 8:30 p.m. Commuter students are permitted and encouraged to remain on campus for social activities or practice after 8:30 p.m. but must be signed out and picked up no later than 10:00 p.m.

All sign-ins and check-outs for commuter students will occur in the Backdoor Playhouse lobby on the sign out sheet. **Only a designated parent or guardian or person indicated on the Student Information & Release form may sign a student in or out of the institute.**

Meals and Campus Life

Non-Commuter Students will have all meals provided at the University Center cafeteria on TN Tech's campus starting with dinner on Sunday, May 1 and ending with lunch on Thursday, June 4, 2026.

Commuter Students will have the following meals provided by tuition during the Summer Music Institute:

- Lunch on: Monday, June 1, Tuesday, June 2, Wednesday, June 3, Thursday, June 4
- Dinner on: Sunday, May 31, Monday, June 1, Tuesday, June 2, Wednesday, June 3

Commuter students may partake in any additional meal not listed above in the University Cafeteria should they wish. Should commuter students or parents wish to eat in the cafeteria for any meal outside of the meals listed above, the cost is as follows:

- Breakfast \$ 8.70 per person
- Lunch \$10.25 per person
- Dinner \$10.25 per person

What to Wear for the Summer Music Institute

Casual summer dress will be appropriate for most occasions. Please be aware that attire makes an immediate and important impression to your peers, teachers, and community members at the University. The TN Tech Summer Theatre Institute asks that students dress appropriately for rehearsals and classes. *Offensive, inappropriate, or distracting attire will not be allowed.*

Dorm & Meal Access

Lanyards

All students should wear camp lanyards at all times while on campus. Each lanyard will have meal tickets and, if applicable, a dorm key attached.

Replacement fee for a lost dorm key is \$50.00.

Students should present their lanyards to the front desk of the cafeteria in the University Center each time when entering.

What To Bring

For Dorm Residence

- Twin sheets, pillows, blankets, and other bed comfort items
- Toiletries and bath towels
- Spending money if desired.
- Prescription medications
- Glasses/contact lenses and needed supplies
- Phone and chargers.
- Umbrella and/or rain coat (make sure to check Cookeville weather conditions before you pack).
- Clothes for daily activities (see above).
- Clothing for sleeping.
- Clothing for leisure and outdoor activities.
- Comfortable walking shoes.