

Hershey Theatre Apollo Awards Bylaws

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Who We Are

Created in 2008, the Hershey Theatre Apollo Awards (HTAA) are presented annually to recognize outstanding achievement by local high school students in their musical and play productions. Modeled after the Tony Awards, the ceremony is held every May and is produced and presented through the Hershey Theatre Education Department.

The Hershey Theatre Apollo Awards focus solely on the performances of youth, honoring their acting, singing, and dancing abilities. The HTAA program is committed to recognizing only the actual performances of the high school students themselves.

Program Eligibility

Any public or private high school or recognized home school group based in Cumberland, Dauphin, Lebanon and Perry counties may participate. Additional schools outside this area will be considered on a case-by-case basis based on their proximity to Hershey Theatre.

Private schools and home school groups must have a minimum of 50% of their eligible cast (9th-12th grade students) live within the covered HTAA region.

Student Eligibility

Any student attending public or private high school or a recognized home school group in one of the registered school districts is eligible to participate in the Hershey Theatre Apollo Awards program.

- A student may only represent one (1) school and will only be evaluated for one (1) role in the Fall Play season and/or one (1) role in the Spring Musical season to be considered for an HTAA nomination.
- Some schools present more than one (1) Fall Play. Students participating in multiple performances are eligible to be nominated for one (1) role in each play, since they are representing only one (1) school.
- In the event that understudies are used by a participating school and the student understudy must perform due to an emergency or similar event, the understudy will be evaluated in the character role and could receive a nomination.

Double Casting

Schools are permitted to double cast a production. To qualify for double casting, at least 80% of the character roles to be evaluated must be played by different students. A maximum of eight (8) character roles will be evaluated from each cast, so therefore six of the eight evaluated students should be played by different people in each cast. Any student participating in both casts will only be evaluated in one cast.

Each school is required to complete a registration form for each cast and pay a \$75, non-refundable registration fee, for each cast.

Requirements of Schools

- Each school is required to pay a non-refundable registration fee of \$75 for each cast that is participating.
- Each participating school must submit a program from the show.
- Photographs or still shots from the show/dress rehearsal are appreciated and may be used in a montage of all participating schools in a pre-show video on the evening of the Apollo Awards.
- Each participating school must provide up to ten (10) complimentary tickets for Apollo Evaluators (one ticket for each evaluator; one ticket for a guest).
 - Every school's production will be attended by five (5) evaluators representing the Hershey Theatre Apollo Awards. The HTAA staff will reserve maximum of ten (10) COMPLIMENTARY SEATS TO EACH OF THE SCHOOL'S PERFORMANCES. At least one week prior to each of the school's productions, a representative of the HTAA will contact the school's ticket office to specifically verify which shows the evaluators will attend and how many tickets will be needed for each show. All other seats being held for the HTAA evaluators may then be released. If a guest cancels and will not be accompanying an evaluator to the performance, the evaluator will inform the box office that the other seat may be released upon redeeming. If an evaluator is unable to attend an assigned performance, the HTAA committee will make every effort to reassign that evaluator to another performance.
 - Please respect the need for the evaluators to attend your performances anonymously. The tickets should be reserved under each evaluator's name, which will be supplied to the person in charge of ticketing. Each evaluator will pick up his/her tickets on the night of the show. Do not mail the tickets to the Hershey Theatre.
 - The HTAA staff strongly suggests that directors do not tell their cast members or crew when the Apollo evaluators will be in the audience. The adjudicators must see a typical production. Also, please do not cordon off an area for the evaluators or make the seating recognizable in any way. We are committed to establishing discretion to ensure objectivity during the entire process.

Apollo Show Requirements

- Rehearsals are required and mandatory for both school and individual performances. If there is a schedule conflict, please contact HTAA staff immediately.
- Schools nominated in the category of Outstanding Musical will select one number from their show to perform during the evening of the ceremony. The selected number must be no longer than four (4) minutes in length. If two schools are nominated for the same show, the HTAA Production Group will assign each school a number to perform.
- Hand props and costumes are permitted for the school's performance. If show costumes were rented, it is the school's responsibility to coordinate extended rental. If the school is unable to retain the costumes, uniformity of dress is encouraged.
- No scenery, drops or flats are permitted. Use and design of lighting is at the sole discretion of the HTAA Production Group.
- School must limit the number of performers in their production number to no more than 35 students.
- School must provide both male and female chaperones. No more than four (4) per school. Chaperones must stay through the rehearsal and performance.
- Each participating school is invited to select two (2) students from their student body to perform in the Opening Number for the Apollo Awards. These students may not be nominated in the category of Lead Actor/Actress.
- Directors of each participating school are responsible for the receipt and dissemination of all materials to students including facilitating participation in rehearsal schedule and music memorization for all Apollo performances.

Apollo Award Evaluation Process

Five (5) evaluators are sent to each school's production. Our evaluators have one week to complete the evaluation forms and return them to the Hershey Theatre Education Department. The five scores will be divided by the total possible number of points yielding a percentage of ranking. In the rare case that an evaluator is unable to attend their assigned performance and no replacement can be made, the percentage score will be obtained using the remaining four scores.

The five (5) highest scoring individuals in each category will be announced as the nominees for each of the 15 respective categories:

- Outstanding Student Orchestra
- Outstanding Dance Number
- Outstanding Play
- Outstanding Musical
- Outstanding Playwright
- Outstanding Featured Performer in a Play
- Outstanding Featured Performer in a Musical

- Outstanding Supporting Actress in a Play
- Outstanding Supporting Actor in a Play
- Outstanding Supporting Actress in a Musical
- Outstanding Supporting Actor in a Musical
- Outstanding Lead Actress in a Play
- Outstanding Lead Actor in a Play
- Outstanding Lead Actress in a Musical
- Outstanding Lead Actor in a Musical

Five (5) nominations are accepted in each category. Scores may be tied and result in additional nominations in a specific category. Honorable Mentions will be made as scoring deems appropriate.

The highest scoring individual and show in each category will be the award recipient. Results are kept confidential until announced on the evening of the awards show.

Evaluators are trained each program year. Evaluators receive instruction in the use of our evaluation scale and scoring method. Evaluators are added to the committee each year. Each new perspective adjudicator must complete and submit an application for review to the Hershey Theatre Education Department. The applications are reviewed and vetted by the HTAA committee prior to participation as a HTAA evaluator. The HTAA Advisory Board has assembled a diverse group of evaluators experienced in the world of theatre and education. Through use of our evaluation scale, all adjudicators view each production through a common perspective.

Evaluators with a vested interest, either professionally or personally, with an individual school will not be assigned to evaluate that school's performance during the nomination process.

Playwright Eligibility

- Student must be in grades 9-12, attending public or private high school: students in equivalent grades may be home schooled or attend cyber school.
- Students must live in the region represented in the Hershey Theatre Apollo Awards (HTAA), i.e., Cumberland, Dauphin, Lebanon and Perry counties, as well as Elizabethtown High School and Donegal High School. Please Note: Students are NOT required to be from a high school that currently participates in the HTAA.
- Collaborations must be from students attending the same high school. Collaborations of more than three students will not be accepted.
- Original plays only; no screenplays, musicals, or adaptations will be accepted or reviewed. Submissions must be one act plays, with a maximum of 30 minutes.
- There will be a maximum of eight characters.
- Students may not submit more than one play.
- Students may resend a prior submission one (1) time for consideration. The script must be reworked based on constructive feedback given by HTAA Playwright evaluation team.

Playwright Requirements

- Students must submit a letter of intent stating that they plan to enter script for review. The letter of intent form can be found at HersheyTheatre.com.

- Letter of intent must designate a supervising teacher, who will submit a letter of authenticity with the entry. Home schooled students must have a parent sign the authenticity portion.
- Students may submit their work in hard copy or electronic version for review.
- Students must keep the original script. *Scripts will not be returned.*

Entry Formatting Requirements

- Scripts must be typed, with numbered pages. Numbering begins AFTER the title page.
- The title page must list the authors name, home address, e-mail, phone number, high school name and address.
- Each page of your play must contain the title of the show and the page number.
- Work must be submitted in 12-point Courier font or 12-point Times New Roman font.
- Page one of the play must have: a cast list with descriptions, setting, time, number of male and female roles.