The Wirtz Center Administration Office 10 Arts Circle Drive Evanston, IL 60208 Phone: 847-491-7282 wirtz@northwestern.edu Northwestern COMMUNICATION Virginia Wadsworth Wirtz Center for the Performing Arts

School of CommunicationCoaching/Practice Rooms

At the Wirtz Center Evanston campus, spaces designated as "Practice Rooms" or "Coaching Rooms" are intended to host individual or a very small group lessons, trainings, rehearsals, curricular or co-curricular preparation. Students at the School of Communication are welcome to use these rooms on a first-come, first-serve basis during the building's operating hours/dates. While programmatic needs may require the use of these rooms, they are generally not available for reservation [in 25Live]. These rooms include:

- 126A Practice Room
- 126B Practice Room
- 126C Practice Room
- 126D Practice Room
- 129 Practice Room
- 130 Practice Room
- 245 Coaching Room
- 247 Coaching Room
- 249 Coaching Room

University facilities are restricted areas and may not be used for sale and solicitation of goods and services, for the collection of information, or to gain support for organizations or causes without permission from the Wirtz Center. Students may not operate a business or other commercial enterprise, including those conducted online or via the Internet, from Wirtz Center spaces. Students may not use Wirtz Center spaces, addresses, phone numbers, data jacks, or wireless internet access for non-programmatic purposes. <u>University policies</u> regarding prohibited behaviors otherwise continue to apply. Any exception to this policy requires written approval from the Managing Director of the Wirtz Center or designee.

Wildcard is required for access. If you are a student within the School of Communication and have any issues accessing practice/coaching rooms, please confirm your Wildcard is not expired and email wirtzspace@northwestern.edu with your name and student ID number (7 digits).

Building operating hours are from 8:00 AM to 11:00 PM Monday through Sunday. For any questions or concerns regarding policies or operations, please reach out to Managing Director, Jorge Silva (Jorge.silva@northwestern.edu).