



**West Chester University**

**School of Music**

**GUIDE TO GRADUATE STUDIES IN MUSIC**



**New School of Music Facility  
Anticipated opening: Fall 2006**

**Revised: January 2004**

***FAST FACTS FOR GRADUATE STUDENTS***

*School of Music*

*West Chester University*

**Degrees offered:**

Master of Arts in Music History  
 Master of Music in Theory and Composition,  
 Master of Music in Music Theory  
 Master of Music in Music Education (Research Report Option)  
 Master of Music in Music Education (Performance Option)  
 Master of Music in Music Education (Orff-Schulwerk Option)  
 Master of Music in Music Education (Kodaly Option)  
 Master of Music in Music Education (Music Technology Option)  
 Master of Music in Piano Pedagogy  
 Master of Music in Performance (Instrumental)  
 Master of Music in Performance (Vocal)  
 Master of Music in Performance (Piano)  
 Master of Music in Performance (Organ)

**Step-by-Step:**

1. Obtain current Graduate Catalog and Application for Admission to Graduate Study from the Office of Graduate Studies and Sponsored Research (610) 436-2943.
2. Register to take School of Music Graduate Admission Test. This examination is offered twice during each semester and twice during the Summer Session. Please e-mail the Graduate Coordinator for the School of Music ([jburt3@wcupa.edu](mailto:jburt3@wcupa.edu)) for dates and information.
3. Complete application and return to Office of Graduate Studies and Sponsored Research. Include all requested materials including transcripts, essays, and recommendations.
4. Contact Coordinator of Graduate Studies for Music and/or the Chair of the department in which studies will be undertaken to determine need for interviews, auditions or submission of supplemental materials.
5. If all admission criteria are satisfactory and the applicant's scores on the GAT in both Music Theory and Music History are "pass", the applicant will be admitted to graduate study in music in "Fully Matriculated" status. If all admission criteria are satisfactory, but the applicant's score on the GAT in Music Theory is "fail", the applicant may be admitted in "Provisional Status" and must take MTC 591 Advanced Chromatic harmony as a remedial course. If all admission criteria are satisfactory, but the applicant's score on the GAT in Music History is "fail", the applicant may be admitted in "Provisional Status" and must take MHL 501 Style, Form and Genre as a remedial course. Upon successful completion of these remedial courses, apply for a change of admission status to "Fully Matriculated". (Remedial courses are in addition to courses required by the degree curriculum.)
6. A student may also be admitted in "Provisional Status" if all admission criteria are satisfactory and the GAT must be taken at the first available test date following admission in "Provisional" status.
7. After successful completion of twelve to fifteen credits hours (and remedial courses, if needed, have been completed), apply for Admission to Degree Candidacy.
8. Upon completion of coursework and final project such as thesis, recital or research paper, arrange to take comprehensive exit examination.
9. During final semester of study, apply for graduation.

**Special Notes:**

1. All degree requirements must be completed within six years. A single one-year extension may be granted for cause.
2. Six semester hours of graduate credit may be transferred into a degree program upon approval by advisor, department chair, graduate coordinator and Office of Graduate Studies and Sponsored Research.
3. No more than nine semester hours of workshop credit may be counted toward fulfillment of degree requirements.
4. Continuous enrolled is required to maintain admission status. If a student is NOT actively registered, he/she must apply for a leave of absence and pay a \$30 record maintenance fee.
5. If a student needs more than one semester to complete a thesis or research project, he/she must register for GSR 799, which carries a fee equivalent to the cost of one graduate credit and allows the student to use university facilities and resources.
6. A limited number of graduate assistantships are available during the academic year.
7. No student should be admitted unless the department hosting the degree sought expects that applicant to do well enough to graduate and have no serious academic problems.

**Although faculty advisers and the Coordinator of Graduate Studies for the School of Music will assist each student in the successful completion of the degree program, it is the responsibility of the individual student to become thoroughly acquainted with the policies and procedures outlined in the *School of Music Graduate Handbook* and the *Graduate Catalog* and fulfill, in a timely fashion, all university and program requirements.**

**Important telephone numbers:****School of Music:**

Dean	610-436-2739
Coordinator of Graduate Studies	610-436-2222
Music Education Department	610-436-3032
Theory and Composition Department	610-436-2646
Music History and Literature Department	610-436-2284
Applied Music Department	610-436-2495
Instrumental	610-436-2495
Vocal/Choral	610-436-2854
Keyboard	610-436-0452

**West Chester University:**

Office of Graduate Studies and Sponsored	610-436-2943
Office of the Bursar	610-436-2552
Office of the Registrar	610-436-3541
Office of Financial Aid	610-436-2627
Office of Certification	610-436-2426
Counseling Center	610-436-2301
Career Development Office	610-436-2501
Office of Public Safety	610-436-3311

## FOREWORD

This Handbook is provided for music students as a guide in program planning for graduate studies in the West Chester University School of Music. It furnishes a summary of requirements and procedures needed for the successful completion of the degrees of Master of Music and Master of Arts. The document is intended to supplement the current editions of the Graduate Catalog which is the official publication of the West Chester University Office of Graduate Studies. It is recommended that the School of Music Handbook for Graduate Students be retained for the year each candidate is accepted into the program.

This Handbook describes the degree programs and facilities of the West Chester University School of Music (Chapter I) and also serves as a guide to the policies and procedures governing admission to the University (Chapter II), admission to specific degree programs in the School of Music and description of the curricular requirements of those degree programs (Chapters IV-IX), and graduation procedures (Chapter XI). In addition, the most important academic policies and procedures--in part duplicating information found in the Graduate Catalog--are summarized in Chapter III. Graduate Assistantships (requirements, responsibilities, and application procedures) are described in Chapter X. Finally, appendices include samples of the most important forms encountered in the graduate division and the Comprehensive Examinations (in music history, vocal music, and music education).

### How to Use This Handbook

The prospective student should begin by reading Chapters I-II and the chapter dealing with the degree most appropriate to his/her career needs. Descriptions of specific courses required or recommended under the "program of study" within a degree program can be found in the current Graduate Catalog. Follow the instructions for filing application to the University first and then the procedures outlined under specific degree programs. It would be useful to become thoroughly familiar with the academic policies and procedures in Chapter III at this point in the process.

The provisions of this Handbook and the Graduate Catalog are not intended as an irrevocable contract between the student and the University. **West Chester University reserves the right to change any provisions or requirements at any time.**

### **Nondiscrimination/Affirmative Action Policy**

West Chester University is committed to providing leadership in extending equal opportunities to all individuals. Accordingly, the University will continue to make every effort to provide these rights to all persons regardless of race, religion, sex, national origin, ancestry, age, marital status, sexual orientation, disability, or veteran status. This policy applies to all members of the University community, including students, staff, and administrators. It also applies to all applicants for admission or employment and all participants in University-sponsored activities.

This policy is in compliance with federal and state laws including Titles VI and IX of the Civil Rights Act of 1964, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and Executive Order of the Governor of Pennsylvania.

Any individual having suggestions, problems, complaints or grievances with regard to equal opportunity or affirmative action is encouraged to contact the Director of Social Equity, 13/15 University Avenue, 610-436-2433.

### **Sexual Harassment Policy**

West Chester University is committed to equality of opportunity and freedom from discrimination for all its students and employees. Based on this commitment and the recognition that sexual harassment is a form of discrimination, which is of a growing concern to the higher education community, the University provides the following policy:

Harassment on the basis of sex is a violation of Title VII of the U.S. Civil Rights Act, Title IX of the Educational Amendments of 1972, and of the Pennsylvania Human Relations Act. Because West Chester University is committed to establishing an environment free from discrimination and harassment, sexual harassment will not be tolerated in any form. Upon official filing of a complaint, immediate investigation will be made culminating in appropriate corrective action when warranted which may include termination of the relationship with the University.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature occurring when:

1. submission to such conduct is made either explicitly or implicitly a term of an individual's employment, or of a student's academic status or treatment;
2. submission to or rejection of such conduct by an individual is used as the basis of academic or employment decisions affecting such an individual; or
3. such conduct has the purpose or effect of unreasonable interfering with an individual's extracurricular activities, work, or academic performance or creating an intimidating, hostile, or offensive living, working, or academic environment.

A complete copy of the University's Sexual Harassment Policy document, inclusive of the Sexual Harassment Complaint Procedure, may be obtained from the Office of Social Equity.

Individuals who believe themselves to be victims of sexual harassment, or who have questions about the University's policy on this matter should contact the Director of Social Equity, 13/15 University Avenue, 610-436-2433.

**Accreditation**

Graduate degree programs in the West Chester University School of Music are accredited by The Middle States Association of Colleges and Secondary Schools, The National Council for Accreditation of Teacher Education, and the National Association of Schools of Music. West Chester University has been given program approval by the Department of Education of the Commonwealth of Pennsylvania for the certification of teachers.

**IMPORTANT CONTACT INFORMATION**

(All telephone numbers are in the 610 area code)

Coordinator of Graduate Studies for the School of Music:

Dr. J. Bryan Burton (Swope 32)	436-2222
Mrs. Stacie Kranzley, Secretary (Swope 11)	436-2530
Office of Graduate and Extended Studies:	
Dr. Cheryl Vermey, Dean (McKelvie Hall)	436-2943

School of Music:

Dr. Timothy V. Blair, Dean (Swope 11)	436-2739
Ms Nelly B. Lutte	436-2489

Departmental Chairpersons:

Applied Music	:	Dr. John Vilella (Swope B)	436-2495
		Vocal/Choral Co-Chair: Jane Wyss (Swope 017)	436-2854
		Keyboard Co-Chair: Anita Greenlee (Swope 082)	436-0452
Music Education:		Dr. Jane Pippart-Brown (Swope 035)	436-3032
Music History:		Dr. Sterling Murray (Mitchell 405)	436-2284
Music Theory:		Dr. Robert Maggio	436-2646

Office of the Registrar, E. O. Bull Center:	
Secretary (E.O. Bull 154-155)	436-3541
Transcripts (E.O. Bull 156)	436-1028
Office of the Bursar, E. O. Bull Center 114	436-2552
Office of Financial Aid, E. O. Bull Center 138	436-2627
Office of Certification, Recitation 201	436-2426
Counseling Center , Lawrence 129	436-2301
Graduate Student Association, 216 Sykes	436-6987
Career Development Office, Lawrence 106	436-2501
Office of Public Safety, Peoples 22	436-3311
Student Health Center, Ramsey Basement	436-2509
International Studies Office, 101 Old Library	436-3515

**SECTION I:  
WEST CHESTER UNIVERSITY SCHOOL OF MUSIC:  
AN INTRODUCTION**

The University is located in West Chester, a community in southeastern Pennsylvania strategically located at the center of the mid-Atlantic corridor. The seat of Chester County government for almost two centuries, West Chester retains much of its historical charm in its buildings and countryside, but offers the twentieth-century advantages of a town in the heart of an expanding economic area. With a population of about 20,000, the borough is small enough to have the pleasant aspects of a tree-shaded American town, yet large enough to provide essential services and the substance of a vigorous community, and old enough to give the student first-hand contact with America's early history. Today, West Chester is part of the rapidly growing suburban complex surrounding Philadelphia. Philadelphia is 25 miles to the east and Wilmington is 17 miles to the south of the campus. New York is about a two hours' drive to the northeast and Washington D.C. is the same distance to the southwest. The University occupies 338 acres. The main campus is situated on 97 acres within the Borough of West Chester; the south campus is located on a 291 acre tract in adjacent townships.



New School of Music facility  
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The School of Music

West Chester University is organized into a College of Arts and Sciences and four professional schools (Business and Public Affairs, Education, Health Sciences, and Music). The School of Music is under the administrative direction of the Dean of the School of Music. Both undergraduate and graduate divisions are contained within the School of Music. The graduate division, a component of both the School of Music and the Office of Graduate Studies, is administered by the Graduate Coordinator. Questions of curriculum, policy, and procedure are considered by the Graduate Coordinator and the Graduate Committee of the School of Music. The Graduate Committee is comprised of a representative from each of the six departments within the School of Music.

The School of Music is housed in two buildings on campus. Mitchell Hall is used primarily for studios and small ensemble rehearsals. Swope Hall includes a 450 seat auditorium/recital hall, fifty practice rooms, studios, offices, the Center for Music Technology (including the Technology Lab and the Composer Center) the Music Education Resource Room, the Keyboard Lab, and the Music Library.

The Music Library contains a collection comprising over 25,000 volumes of music in various formats, over 25,000 sound recordings, a special collection of video tapes, and a reference section of several hundred volumes which supplement the larger collection of music books and serials housed in the Francis H. Green Library. The Music Education Resource Room provides current resources used within the music education department. Printed materials include basal music series, recordings, instrumental methods books, filmstrips, videos, and numerous texts on music education. Synthesizers, computers, and instructional software may also be found in the Music Education Resource Room.

Graduate Degree Programs in the School of Music

The primary objective of the graduate program is to provide intensive investigation into a specialized field of study and to promote independent scholarship and accomplishment through original research projects or compositions and professional-quality performances of advanced repertory. A secondary objective is for balance and diversity in each student's program

The School of Music offers the Master of Arts degree in music history, and the Master of Music degree in any one of five individual areas: composition, music education, music theory, piano pedagogy, and performance. Most degree programs are divided into core requirements, concentration requirements, free electives, and independent project requirements. Most programs require at least two years of full time study to complete. Detailed course requirements for each program are found in the appropriate chapters of this handbook, arranged according to the following degree programs:

- M.A. in Music History (30 credit hours)
- M.M. in Composition (30 credit hours)
- M.M. in Music Education
  - Research Report Option (34 credit hours)
  - Performance Option (34 credit hours)
  - Orff Concentration (34 credit hours)
  - Kodaly Concentration (34 credit hours)
  - Music Technology (35 credit hours)
- M.M. in Performance (30 credit hours)
  - Keyboard
  - Vocal
  - Instrumental
- M.M. in Piano Pedagogy (35 credit hours)
- M.M. in Music Theory (30 credit hours)

The Graduate Coordinator will assign each student a concentration advisor within the department of his/her degree program who will work directly with the student to individualize an appropriate program of study. All registration forms require the signature of the Graduate Coordinator.

***It should be noted that although faculty advisors and the Graduate Coordinator will assist each student in the successful completion of the degree program, it is the responsibility of the individual student to become thoroughly acquainted with the policies and procedures outlined in this Handbook and in the Graduate Catalog and fulfill, in a timely fashion, all university and program requirements.***

#### Performance Opportunities

Several choral and instrumental organizations are available to the graduate student seeking opportunities to perform. All have late afternoon or evening rehearsals. Performance schedules vary (contact the School of Music Office for the current Concert Calendar) and auditions are generally required.

- Masterworks Chorus (CHO 511)
- Concert Choir (CHO 612)
  - Chamber Choir (CHO 611)
  - Symphony Orchestra (AEO 541)
  - Concert Band (AEB 521)
  - Symphonic Band (AEB 531)
  - Wind Ensemble (AEB 541)
  - Instrumental Ensemble (AES 511)
  - Marching Band (AEB 511)
  - Collegium Musicum (MHL 510)

The School of Music also offers opportunities to become involved with music-dramatic productions of various sorts. It is possible to earn academic credit for some of these activities by registering for VOC 524 (Musico-Dramatic Production). Rehearsal times include evenings and Sunday afternoons. It is also possible to become involved with productions of the Gilbert and Sullivan Society of Chester County, a blend of talent from students, faculty, and townspeople.

Graduate students are also invited to participate in the series of concerts of New Music sponsored by the Department of Music Theory and Composition: (1) Evenings of New Music, devoted to performances by guest artists, faculty, and student ensembles; (2) New Music at Noon, primarily intended for performances of electronic and computer music; and (3) Premiers of New Music, which features new works by composition majors at West Chester University.

#### Recitals and Concerts

The School of Music offers an abundance of opportunities to hear music in live performance. The full calendar of concerts and recitals is available from the School of Music office early each fall semester. Central to this calendar are faculty recitals and student (graduate and undergraduate) recitals and concerts including solo, chamber, orchestral, band, choral, and musico-dramatic productions. In addition to concerts held on campus, the School of Music also provides the community with twelve Luncheon Recitals held at the Chester County Historical Society located within walking distance of the University.

#### Visiting Artist Series

The School of Music is frequently host to professional performers from outside the University. A special highlight is the Visiting Artist Series which consists of six concerts from September through April. The Visiting Artist Series provides an opportunity for the students of the University and members of the community to experience professional performances of the highest quality in a variety of musical styles and performing media.

#### Study Abroad

The School of Music at West Chester University is involved with several European study programs, which afford opportunities for music study abroad during the summer months. In the past, courses have been offered in Italy (Florence), Austria (Salzburg). The University sponsors a special summer study program at Oxford University in Oxford, England. Opportunities for in-residence study in Oxford are made available each summer under the direction of the West Chester University Institute for British Studies.

#### Academic Sessions

The West Chester University academic year is divided into the Fall Semester (late August to late December), Spring Semester (mid-January to early May) and the summer sessions. Summer school consists of two five-week terms plus a three week post-session. Summer sessions often include a number of special courses and workshops. It is possible to enroll in these offerings without becoming a degree candidate. Non-degree students are limited to six credits of graduate studies. Such special summer admission does not constitute admission to a graduate degree program. Many graduate-level classes throughout the academic year meet in the late afternoons or evenings to accommodate students already encumbered with professional commitments.

## SECTION II: ADMISSION REQUIREMENTS AND PROCEDURES

### Admission to the University Division of Graduate Studies

#### Admission Requirements:

The Division of Graduate Studies admits applicants who produce evidence of having been graduated from a college or university accredited by appropriate national, regional, and professional accrediting agencies. Students applying to degree programs must also show evidence of an overall undergraduate cumulative academic average of at least 2.8 and a cumulative average in their undergraduate major of at least 2.80 (A = 4.0). Non-degree applicants must present an undergraduate cumulative academic average of at least 2.0. Applicants whose native language is not English must have attained a score of at least 550 on the “Test of English as a Foreign Language” (TOEFL Exam).

#### Admission Procedures:

Students seeking to begin work toward a graduate degree in music should initiate the admission procedure at least two months before the beginning of the semester in which they wish to start taking classes. The procedure for being admitted to graduate study at West Chester University consists of the following steps:

1. Obtain an “Application for Admission to the Graduate Curricula of West Chester University” (see Appendix A) from:

Office of Graduate and Extended Studies  
McKelvie Hall  
West Chester University  
West Chester, PA 19383  
610-436-2943

(See Campus Map--Appendix C--for location of McKelvie Hall)

2. Submit completed application form to the Office of Graduate and Extended Studies, along with the application fee and two official transcripts of all undergraduate records. (West Chester University students should address transcript requests to the Office of Records.) Three letters of professional reference are required for all programs.

3. Applicants for the MA and all MM degree programs must take the School of Music Graduate Admission Test prior to admission to the graduate program for placement in music history and theory courses. The examination will be administered twice each semester and twice during the summer session to allow the greatest degree of accessibility for students and to facilitate student progress through degree curricula. The GAT must be taken prior to or during the first semester of enrollment in the graduate program. Students who do not take the GAT during the first semester of enrollment in the graduate program will not be allowed to enroll in subsequent coursework until this requirement is met.

**Applicants should notify the Graduate Coordinator in advance of the test that he/she is planning to take the exam on a specific date to guarantee that there are adequate copies of examination materials available. This may be done by sending an e-mail to [jbunton3@wcupa.edu](mailto:jbunton3@wcupa.edu). Dates may be changed due to WCU events or inclement weather—check ahead of time to verify dates.**

#### **Preparing for the School of Music Graduate Admission Test**

The first portion of the examination will assess student competencies in music history and literature:

History/literature—styles, forms and genres of all major periods of music history, representative composers and their works, philosophical and societal issues relating to music history. This knowledge will be assessed through a combination of written questions and aural listening exam.

**To prepare for this exam, students may find the following materials helpful: the most edition of *A History of Western Music* By Grout & Palisca, published by W. W. Norton; the study guide for *A History of Western Music*, also published by W.W. Norton. These materials are readily available for academic bookstores and through such internet sites as Amazon.com and barnesandnoble.com. An online review outline and practice tests for each chapter in this text may be found online at [WWW.wwnorton.com](http://WWW.wwnorton.com)**

The second portion of the examination will assess student competencies in music theory:

Theory: harmonic and melodic structures, basic arranging and composition, and aural skills. These skills and knowledge will be assessed through a combination of written questions and aural listening exam.

**To prepare for this exam, students should review such topics in music theory as (1) part writing from a figured bass; (2) part writing from a given melody; (3) structure and resolution of secondary dominant chords and secondary leading tone chords; (4) structure and resolution of German Sixth Chords, French Sixth Chords, Italian Sixth Chords; (5) modulation—identify change of tonality, transition chords, etc.; (6) chordal analysis of chromatic harmony; (6) basic form and genre.** Stefan Kosta's *Tonal Harmony* is a useful text to review in preparation for this portion of the Graduate Admission Test.

The GAT will be administered by the Graduate Coordinator for the School of Music on the dates advertised. Members of the Music History and Literature Department will assess the history/literature component. Members of the Music Theory and Composition Department will assess the theory component. Based upon the results of the examination and other admissions criteria (including, but not limited to, auditions, samples of written work, interviews), the School of Music will recommend one of the following actions:

1. Admission: Full Matriculation
2. Admission: Provisional Status--remedial courses required (MHL 501, MTC 591)
3. Admission: Provisional Status—music history remedial required (MHL 501)

Admission: Provisional Status—music theory remedial required (MTC 591)

4. Do not admit to graduate study.

### **Satisfying Remedial Requirements**

Each applicant will be notified as to need for remedial courses as identified through this exam.

Students identified as needing remedial coursework must register for and successfully complete such course(s) during the first semester in which the course(s) is/are offered following the examination.

Students identified as needing remedial coursework and attending summer sessions only must register for and successfully complete such course(s) during the first summer session in which the course(s) is/are offered following the examination.

Students identified as needing remedial coursework must register for and complete the required course(s) prior to registering for any other course in the department in which remediation is required.

Remedial course credits will not be counted toward the total number of credit hours required by the student's degree curriculum. Remedial courses must be passed with a grade of C or better.

Students identified as needing remedial coursework who do not register for and successfully complete the required course(s) within the time frame detailed above will not be allowed to register for further graduate study in music until remedial courses are taken.

- Students who otherwise meet admission criteria for a degree curriculum (e.g. degree requirement, grade point average in field, departmental assessment through audition, assessment of writing samples, etc.) may be admitted to graduate study in music as "Provisionally Matriculated".

### Non-Degree Student Admission:

A special, non-degree student admission procedure is possible for those students not intending to pursue a degree--especially those registering for summer workshops or as certification or professional growth students. This is not an application for admission to graduate study, but rather a procedure designed to enter the student's name into the computer system and thus allow for registration.

Students allowed to register under the non-degree admission procedure are not considered official graduate-degree students of the University. Such a student is allowed to take only nine graduate hours under such a temporary procedure. If the student wishes either to continue as a Certification or Professional Growth student or to enter a degree program, then a full application must be made. If the non-degree student (certification or professional growth) later decides to enter a degree program, only six credits earned as a non-degree student may be applied to the degree program.

The non-degree student admission procedures requires neither transcripts nor interviews, although there is a fee. Students wishing to enroll under this process should apply in person at the Office of Graduate Studies and Sponsored Research.

### Admission to Individual Degree Programs in the School of Music:

After the applicant has satisfied the admission requirements of the Office of Graduate Studies, the application is forwarded to the School of Music for further review.

All students entering degree programs within the School of Music must take the Graduate Admission Test--see **SECTION IV: Graduate Admission Test**. In addition, several degree programs have specific admission requirements, which are stipulated in this handbook under specific program descriptions. All performance degree programs require admission auditions. Admission status will be provisional until any required remedial work is completed.

Applicants who have been accepted (with either "full" or "provisional" matriculation) will be notified in writing by both the Dean of Graduate Studies and the Coordinator of Graduate Studies for the School of Music. The applicant will then be assigned a concentration advisor.

### Status

Students are admitted to the School of Music Division of Graduate Studies for various purposes, including professional growth, certification, and study for the master's degree. Those admitted to degree study should not assume that they are admitted to Degree Candidacy ( See **SECTION III, ACADEMIC POLICIES AND PROCEDURES**).

Students working toward graduate degrees in the School of Music will be admitted with full matriculation or with provisional matriculation. The latter category may result from a need to complete entrance and/or diagnostic requirements, a deficient undergraduate grade point average, or some other correctable deficiency. *It is the responsibility of the individual student to complete an "Application for Change of Curriculum or Degree Status" form (see Appendix A) when all deficiencies have been addressed.* A student may not be admitted to Degree Candidacy or complete his/her degree under the "provisional" admission status.

Students may register for classes in non-degree status to work toward Certification to teach in Pennsylvania or for professional growth. However, only six credits of graduate study may be completed as a non-degree student.

### Teacher Certification

For information regarding admission into and completion of the Post Baccalaureate Teacher Certification in Music education, see the section of this booklet on Post-Baccalaureate Teacher Certification or contact the Coordinator of Graduate Studies in Music at 610-436-2222.

Professional Growth:

Professional growth credits can be used for certification, but if students in this category decide to apply to a degree program, they must go through the full application procedure (including completion of the GRE Revised Music Test). ***There is no assurance that credits earned previously can be used toward the desired degree.*** Professional growth status may be used by persons who have received a graduate degree, but who desire to continue to enroll for courses.

Inactive and Re-admission:

1. Continuous enrolled is required to maintain admission status. If a student is NOT actively registered, he/she must apply for a leave of absence and pay a \$30 record maintenance fee.
2. If a student needs more than one semester to complete a thesis or research project, he/she must register for GSR 799, which carries a fee equivalent to the cost of one graduate credit and allows the student to use university facilities and resources.
3. In order to regain active admission status and register for classes, the student must apply for re-admission. Years spent as an inactive student are counted within the six-year limit imposed on the degree. (see **CHAPTER III, ACADEMIC POLICIES AND PROCEDURES**).

**Special Note:**

**No application should be admitted unless the department expects that applicant to do well enough to graduate and have no serious academic problems**

### **SECTION III: ACADEMIC POLICIES AND PROCEDURES**

The primary objective of the graduate program in the School of Music is to provide intensive investigation into a specialized field of study and to promote independent scholarship and accomplishment through original research projects or compositions and professional-quality performances of advanced repertory. A secondary objective is to achieve balance and diversity within each student's program.

#### Basic Definitions

1. Graduate courses are defined by a course number of 500 or above.
2. At least one-half (1/2) of the credits in the graduate degree program must be earned in courses open to graduate students only. These courses must have a graduate course number and not be combined with an undergraduate course number.
3. An overall cumulative grade point average (GPA) refers to all graduate courses taken; the cumulative grade point average in the major discipline refers only to those required and elective courses (departmental and non-departmental) taken to fulfill degree requirements.
4. Remedial courses are considered outside the degree program and credit generated by any courses identified as remedial or fulfilling a remedial function can not be applied toward a graduate degree. Students must earn a "B" or better in order to have a course fulfill a remedial requirement.
5. For information on the Graduate Admission Test, see Section IV of this guide.

#### Auditions

Auditions are required for acceptance into all M.M. programs in performance. Auditions should be arranged with the appropriate chairperson and must be completed before admission into the degree program. Information regarding repertory expectations and audition procedures may be obtained from the appropriate departmental chairperson.

#### Advisement and Scheduling

The Coordinator for Graduate Studies in Music serves as the general adviser for all students with provisional admission due to the need for remedial coursework until the remedial work is satisfactorily completed. The Coordinator will work in concert with the concentration adviser--usually the appropriate departmental chairperson--who serves as general advisor and acts as a resource person in the advising procedure. After the student is fully matriculated into a degree program, the concentration adviser assumes responsibility for advising and guiding the student through the completion of the degree program.

Prior to registration for coursework, the student should consult with the appropriate concentration advisor and obtain the signature of the Graduate Coordinator **and** concentration advisor on a course scheduling card.

#### Scheduling Procedure:

1. New students and those students who have registered for courses within the last year will receive a "schedule of classes" (Graduate Course Offerings) in the mail from the Office of Graduate Studies and Sponsored Research. A scheduling card will be enclosed. These materials are also available directly from the Office of Graduate Study and Sponsored Research. Online registration is available to active students. Each student must obtain clearance for online registration from his/her advisor.
2. Each student then consults with the concentration advisor to select courses and complete the scheduling card (Obtaining signatures of both the concentration advisor and the Graduate Coordinator).
3. Students taking private lessons must register with the chairperson of the appropriate performance department. Private lessons should not be listed on the scheduling card. Ensembles, however, are considered classes and should be listed on the scheduling card. If the appropriate chairperson is not available, a lesson request form can be obtained from the graduate secretary. This form should be completed and left with the secretary to be for-

warded to the chairperson of the appropriate applied department.

4. The Coordinator for Graduate Studies in Music must sign all scheduling cards.

5. Each student leaves the scheduling card with the Graduate Coordinator prior to the deadline for pre-registration or mail registration.

During the walk-in or late registration periods, the student must hand-deliver scheduling cards to the Office of Graduate Studies and Sponsored Research and at that time pay tuition and fees at the Office of the Bursar. If the bill is not paid at this time, the student's registration may be canceled before the beginning of classes.

Students who enroll for classes via internet must receive clearance from the appropriate academic adviser and seek advising regarding appropriate course sequence and load.

#### Individual Lessons

Private study is available for piano, harpsichord, voice, guitar, and orchestral instruments. Private study may serve two distinct purposes: (1) to develop capabilities for professional performance in the student's principal performance medium; or (2) to explore secondary instruments (lessons in secondary applied areas may not be readily available). The following course sequences are available:

501-502MINOR LEVEL. One thirty-minute lesson weekly for one semester hour of credit; only two semesters of credit at the minor level may be applied toward a graduate degree.

511-514MAJOR LEVEL. One thirty-minute lesson weekly for one semester hour of credit; only four semester hours of credit at the major level may be applied toward a graduate degree. These applied music numbers are appropriate for students who are not enrolled in a performance degree program, but wish to continue study of their major performance medium.

541-543ADVANCED LEVEL. One sixty-minute lesson weekly for three semester hours of credit; only nine semester hours of credit at the advanced level may be applied toward a graduate degree. These applied numbers are appropriate for students enrolled in performance degree programs.

The following policies apply to private study in the various degree programs, supplementing the curricular requirements published elsewhere in this handbook and in the Graduate Catalog:

1. Students are permitted to register for course numbers at the advanced level (course numbers 541-543) only after they have been admitted to the M.M. applied music program by special audition.

2. Students who receive a grade of "C" or lower must repeat the private study of that semester before advancing to the next higher level.

#### Transfer Credit

All transfer credits must be earned from an accredited graduate school. Application forms for transfer credit may be obtained in the Office of Graduate Studies and Sponsored Research. No more than six credits (with a minimum grade of "B") may be accepted as transfer credits. Transfer credits are subject to the six-year time limit policy (see below). Graduate credits taken while the student was still an undergraduate and tabulated in the cumulative average of the undergraduate degree cannot be used as transfer credits toward a graduate degree. Transfer credits will be evaluated by the Graduate Coordinator and the Graduate Dean. In order to transfer credits from another university, a student must have completed at least six hours of credit at West Chester University and be in good standing. Courses taken prior to admission, however, may be accepted.

### Degree Candidacy

All degree candidates must file for admission to candidacy after completion of twelve to fifteen credit hours. The official “Application for Admission to Candidacy for the Degree” (see **Appendix**) can be obtained from the Office of Graduate Studies and Sponsored Research. Students must be admitted to degree candidacy before registering for recital, research report, or thesis.

In order to be considered for candidacy, the student must have satisfied all remedial requirements and achieved an overall cumulative grade point average of at least 2.80 and a cumulative grade point average in the major discipline of at least 3.0. Certain degree programs have additional requirements, including, in some instances, a candidacy jury. These are stipulated in this handbook under the appropriate program descriptions. If a student has provisional acceptance into a degree program, this status must be changed before the application for degree candidacy will be approved.

Upon achieving degree candidacy, the student is informed in writing by the Dean of Graduate Studies and Sponsored Research.

### Inactive Status and Re-Admission

Continuous enrolled is required to maintain admission status. If a student is NOT actively registered, he/she must apply for a leave of absence and pay a \$30 record maintenance fee.

In order to register for additional graduate classes, the inactive student must apply for re-admission, pay an application fee, and all academic materials must be reconsidered by the Coordinator of Graduate Studies in Music. Graduate students who do not wish to register for formal coursework, but who desire to maintain continuous enrollment, must register for GSR 799, a non-credit category used to record the fact of continuous enrollment. At present, a fee is not charged for this registration.

Relevant factors in this reconsideration include the lapse of time since the student last registered for classes (there is a six-year time limit for accepting any completed courses; see below), the specific requirements of the program, the proven record of the individual student, and the timeliness of the request.

If a student needs more than one semester to complete a thesis or research project, he/she must register for GSR 799, which carries a fee equivalent to the cost of one graduate credit and allows the student to use university facilities and resources.

### Six-Year Time Limit

The Office of Graduate Studies and Sponsored Research has placed a six-year time limit for completion of all graduate degrees. This means that, counting backward from the semester of projected graduation, only those credits (and additional requirements, such as thesis, recital, and comprehensive examinations) earned in the previous six years can be applied toward graduation. Semesters spent as inactive students are considered within the six-year limit.

In certain extenuating circumstances, an exception to this rule can be made if there is *legitimate and compelling reason*. An extension may be granted for a specific time period. This extension can be granted only by the Dean of Graduate and Extended Studies upon the recommendation of the Graduate Coordinator for Music. Requests for extensions should first be discussed with the Coordinator, and, with his/her approval, the request made in writing to the Associate Dean of Graduate and Extended Studies. ***Second extensions will not be granted.***

### Credit by Examination

Credit by examination is not appropriate for graduate level courses and is not permitted.

### Good Standing and Probation

1. A student must maintain a 3.00 overall cumulative grade point average and a 3.00 cumulative grade point average in the major discipline in order to remain in good standing for a graduate degree.
2. Students whose cumulative GPA falls below 3.0 will be placed on academic probation and must raise their GPA by the end of the next semester in which they register or they are subject to dismissal.
3. Students who receive two grades of C+ or below will receive an academic warning. A third C+ or below will result in dismissal, regardless of GPA.
4. A graduate student receiving a D (for 400 level courses) or an F grade will be dismissed.
5. WCU does not recognize a D for graduate study. A grade below C- is considered a failure.
6. Students may repeat up to two courses for which they have received a C+, C, or C-. These grades apply toward the probation and dismissal policy. Repeating a course does not increase the number of C's that may be earned before academic dismissal occurs.
7. Students whose overall cumulative grade point average is as low as 2.00 may be dropped from the degree program without a probationary period. Students dropped from a degree program due to unsatisfactory work will not be permitted to take courses for credit toward a graduate degree in that department beyond the semester in which they were dropped.

### Pass/Fail Option

The pass-fail option is not applicable to graduate level courses, although it is possible for graduate students to register for graduate courses on an audit basis.

### Comprehensive Examination

All degree candidates must pass a comprehensive examination administered by the appropriate department before the degree is conferred. Samples of some departments' comprehensive examinations may be found in the **Appendix**. The appropriate department chairperson should be contacted for current examination information and expectations.

### Second Masters Degree

Students who wish to obtain a second masters degree from West Chester University must meet all academic requirements set by the Office of Graduate and Extended Studies and the department concerned and must earn a minimum of 24 credits **BEYOND** the hours applied toward the first masters degree. All new credits and additional departmental academic requirements are subject to a six-year time limit policy.

### Workshops

Special workshops are offered under a series of numbers (XXX 536-XXX 539) so designated in the Graduate Catalog. Many of these workshops grant academic credit. A limit of six workshop credits may be applied toward any graduate degree in music. Individual departments reserve the right to be selective in determining which workshops may be used in their individual degree programs. Workshops may not be used to fulfill cognate requirements in Music History and Music Theory.

**SECTION IV**  
**West Chester University**  
**School of Music**  
**Graduate Admission Test**

Applicants for the MA and all MM degree programs must take the School of Music Graduate Admission Test prior to admission to the graduate program for placement in music history and theory courses. The examination will be administered twice each semester and twice during the summer session to allow the greatest degree of accessibility for students and to facilitate student progress through degree curricula. The GAT must be taken prior to or during the first semester of enrollment in the graduate program. Students who do not take the GAT during the first semester of enrollment in the graduate program will not be allowed to enroll in subsequent coursework until this requirement is met.

**Applicants should notify the Graduate Coordinator in advance of the test that he/she is planning to take the exam on a specific date to guarantee that there are adequate copies of examination materials available. This may be done by sending an e-mail to [jburton3@wcupa.edu](mailto:jburton3@wcupa.edu). Dates may be changed due to WCU events or inclement weather—check ahead of time to verify dates.**

The	<b>Preparing for the School of Music Graduate Admission Test</b>
	The first portion of the examination will assess student competencies in music history and literature:
	History/literature—styles, forms and genres of all major periods of music history, representative composers and their works, philosophical and societal issues relating to music history. This knowledge will be assessed through a combination of written questions and aural listening exam.
	<b>To prepare for this exam, students may find the following materials helpful: the most edition of <i>A History of Western Music</i> By Grout &amp; Palisca, published by W. W. Norton; the study guide for <i>A History of Western Music</i>, also published by W.W. Norton. These materials are readily available for academic bookstores and through such internet sites as Amazon.com and barnesandnoble.com. An online review outline and practice tests for each chapter in this text may be found online at <a href="http://WWW.wwnorton.com">WWW.wwnorton.com</a></b>
	The second portion of the examination will assess student competencies in music theory:
	Theory: harmonic and melodic structures, basic arranging and composition, and aural skills. These skills and knowledge will be assessed through a combination of written questions and aural listening exam.
	<b>To prepare for this exam, students should review such topics in music theory as (1) part writing from a figured bass; (2) part writing from a given melody; (3) structure and resolution of secondary dominant chords and secondary leading tone chords; (4) structure and resolution of German Sixth Chords, French Sixth Chords, Italian Sixth Chords; (5) modulation—identify change of tonality, transition chords, etc.; (6) chordal analysis of chromatic harmony; (6) basic form and genre. Stefan Kosta's <i>Tonal Harmony</i> is a useful text to review in preparation for this portion of the Graduate Admission Test.</b>

GAT will be administered by the Graduate Coordinator for the School of Music on the dates advertised. Members of the Music History and Literature Department will assess the history/literature component. Members of the Music Theory and Composition Department will assess the theory component. Based upon the results of the examination and other admissions criteria (including, but not limited to, auditions, samples of written work, interviews), the School of Music will recommend one of the following actions:

1. Admission: Full Matriculation
  2. Admission: Provisional Status--remedial courses required (MHL 501, MTC 591)
  3. Admission: Provisional Status—music history remedial required (MHL 501)
- Admission: Provisional Status—music theory remedial required (MTC 591)
4. Do not admit to graduate study.

### **Satisfying Remedial Requirements**

Each applicant will be notified as to need for remedial courses as identified through this exam.

- Students identified as needing remedial coursework must register for and successfully complete such course(s) during the first semester in which the course(s) is/are offered following the examination.
- Students identified as needing remedial coursework and attending summer sessions only must register for and successfully complete such course(s) during the first summer session in which the course(s) is/are offered following the examination.
- Students identified as needing remedial coursework must register for and complete the required course(s) prior to registering for any other course in the department in which remediation is required.
- Remedial course credits will not be counted toward the total number of credit hours required by the student's degree curriculum. Remedial courses must be passed with a grade of C or better.
- Students identified as needing remedial coursework who do not register for and successfully complete the required course(s) within the time frame detailed above will not be allowed to register for further graduate study in music until remedial courses are taken.
- Students who otherwise meet admission criteria for a degree curriculum (e.g. degree requirement, grade point average in field, departmental assessment through audition, assessment of writing samples, etc.) may be admitted to graduate study in music as "Provisionally Matriculated".

## **SECTION V**

### **MUSIC EDUCATION DEGREE CURRICULA**

**Research Report Option**

**Performance Option**

**Orff-Schulwerk Option**

**Kodaly Option**

**Music Technology Option**

### **APPLIED MUSIC CURRICULA**

**Instrumental Performance**

**Vocal Performance**

**Organ Performance**

**Piano Performance**

**Piano Pedagogy**

### **MUSIC HISTORY CURRICULUM**

**Music History**

### **MUSIC THEORY AND COMPOSITION CURRICULUM**

**Music Theory**

**FOUR SUMMER “EXECUTIVE TRACK”  
MASTER OF MUSIC in MUSIC EDUCATION PROGRAM**

- The MM in Music Education will be offered in two formats:
- Traditional program: combination of summer and academic year coursework with up to six years (seventh upon petition) to complete
- “Executive Track” program with all courses completed in four consecutive summers
- Students will select Traditional or Executive program at time of application for graduate study in music education
- Admission and remediation
- At the time of application, students will take Graduate Admission Test to determine need for remediation in music history/literature and/or music theory
- If a need for remediation is identified through this examination, the “executive” program student must take remedial courses, the course(s) must be taken in the fall or spring immediately prior to beginning the first summer of the program sequence
- If a need for remediation in music history/literature and/or music theory is identified, the traditional program student must complete remedial courses prior to completion of 15 credits.
- Special conditions for “Executive” program
- Students may remain in “executive” program only if credit loads and sequence are maintained as advised
- All cognate requirements must be completed by the end of the second summer of the program

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Special conditions for students enrolling in Orff-Schulwerk or Kodaly Methodology Concentrations:

\*Students enrolling in either the Orff-Schulwerk or Kodaly Methodology MM in Music Education concentrations will devote one summer (not later than Summer 2) to completion of cognate and core requirements for the degree. Typically, no Orff-Schulwerk or Kodaly courses will be taken during this summer.

\*Although students may elect to enroll in a “certification only” non-degree program for Orff-Schulwerk or Kodaly, there is currently no guarantee that all credits earned in a certification program will transfer in to a degree curriculum.

[NOTE 1: will explore: (1) creating official WCU certificate program for the AOSA and OAKE certificate programs; (2) creating means of transferring all certificate credits into a degree program]

[NOTE 2: students enrolled in a “certificate only” non-degree program in Orff-Schulwerk or Kodaly Methodology may be advised through the process by the designated directors of the certificate programs. However, students enrolled in degree programs in these concentrations will be advised through the academic program by the Graduate Coordinator.]

**The “Executive” Summers Only program will begin with Summer 2005.**

**Course sequences for each MM in Music Education Concentration are shown in the subsection for each respective concentration**



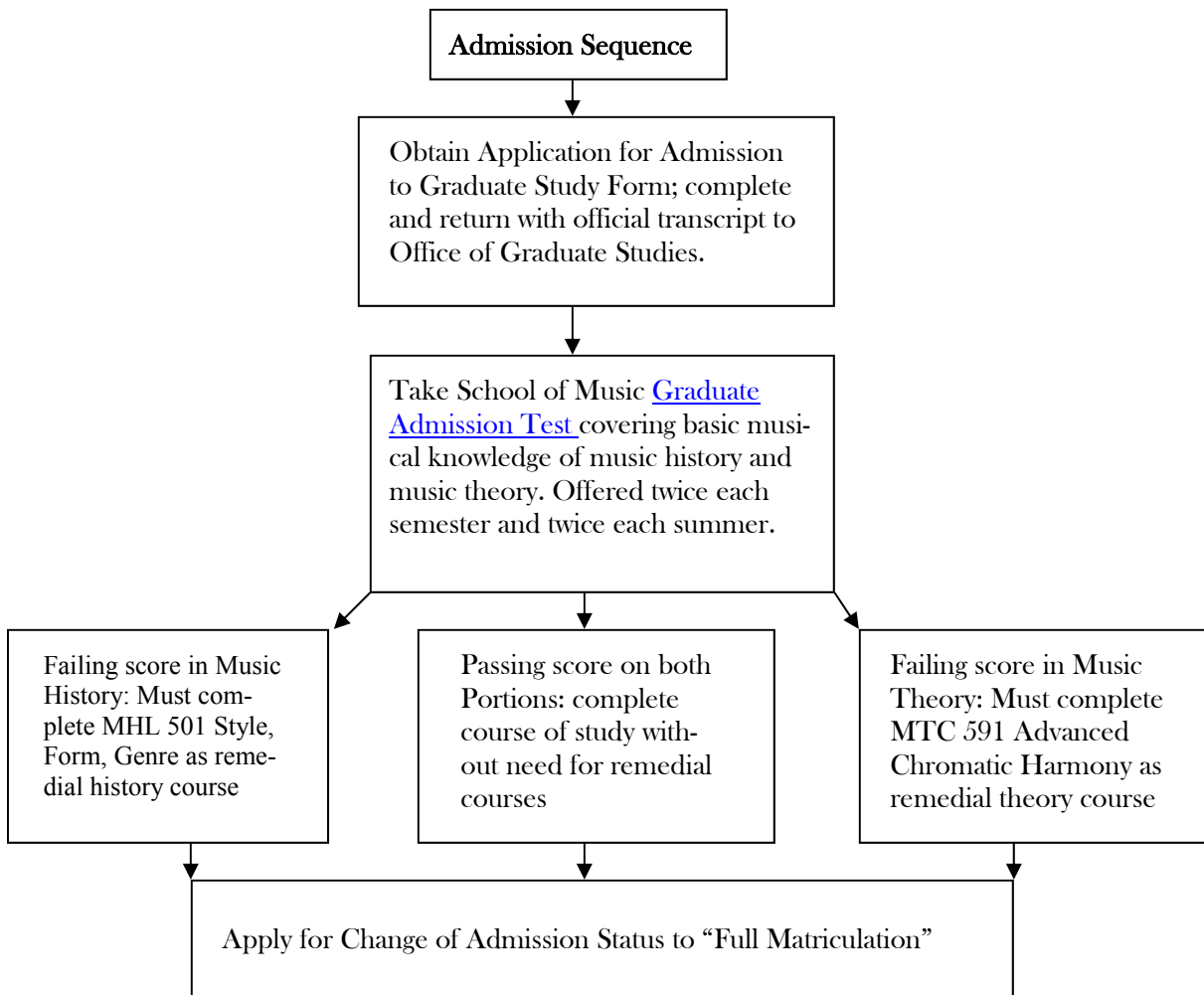
# MASTER OF MUSIC IN MUSIC EDUCATION

## Research Report Option

34 Semester Hours

The Master of Music in Music Education (Research Report Option) requires completion of a scholarly investigated and written paper which is created through registration in the following courses:

- MUE 500 Methods and Materials of Research (3) Basic techniques and procedures. Major types of research. Methods for locating, evaluating, and interpreting evidence. Preparation of a research outline
- MUE 691 Research Seminar in Music (2) A research proposal with supporting procedures is developed. Guidance in individual research topics, with tutorial assistance in form and style of research writing. Outline for Section IV (Discussion) and working bibliography are compiled.
- MUE 692 Research Report (2) Completion of the research paper



<p><b>MM Research Report Option: page two</b></p>
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### Admission to Degree Candidacy

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Successful completion of MUE 500 Methods and Materials of Research
- Declaration of a desired research option to the chairperson of the Music Education Department and the Coordinator of Graduate Studies in Music

<p style="text-align: center;"><b>Procedures for Fulfilling Research Component</b></p>
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<p><b>MUE 500 Methods and Materials of Research, MUE 691 Research Seminar in Music, and MUE 692 Research Report must be completed</b></p>
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<p>The professor of record for MUE 692 is responsible for checking and evaluating the quality of the research and the form/style of the report. During the writing of the research report, the student will consult with the professor on a regular basis. The responsibility for content and interpretation of data may be assigned to another faculty member in whose special area the study lies.</p>
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<p>The final copies must adhere to the following specifications:</p>
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|---|
| <ul style="list-style-type: none"> <li>–Form and style must conform to a standard writing manual such as Publication of the American Psychological Association or the Chicago Manual of Style as selected through advisement</li> <li>–The research report must contain an abstract which shall list author, title, date, degree and institution. It shall include a statement of the problem, research procedures, and pertinent conclusions and recommendations for further study</li> <li>–Three (3) copies are required: one for the writer, one for the School of Music, one for the Music Education Department</li> <li>–The final copies of the research report must be computer generated, right justified, and printed on twenty (20) pound bond, fifty percent (50%) rag content paper</li> </ul> |
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<p>Final approval and binding of the research report:</p>
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| <ul style="list-style-type: none"> <li>–The research report must be completed and submitted to the professor of record for MUE 692 before a grade is recorded</li> <li>–The submitted original and two copies must be accompanied by a check in the amount for the current charge for binding.</li> </ul> |
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MM Research Report Option: page three

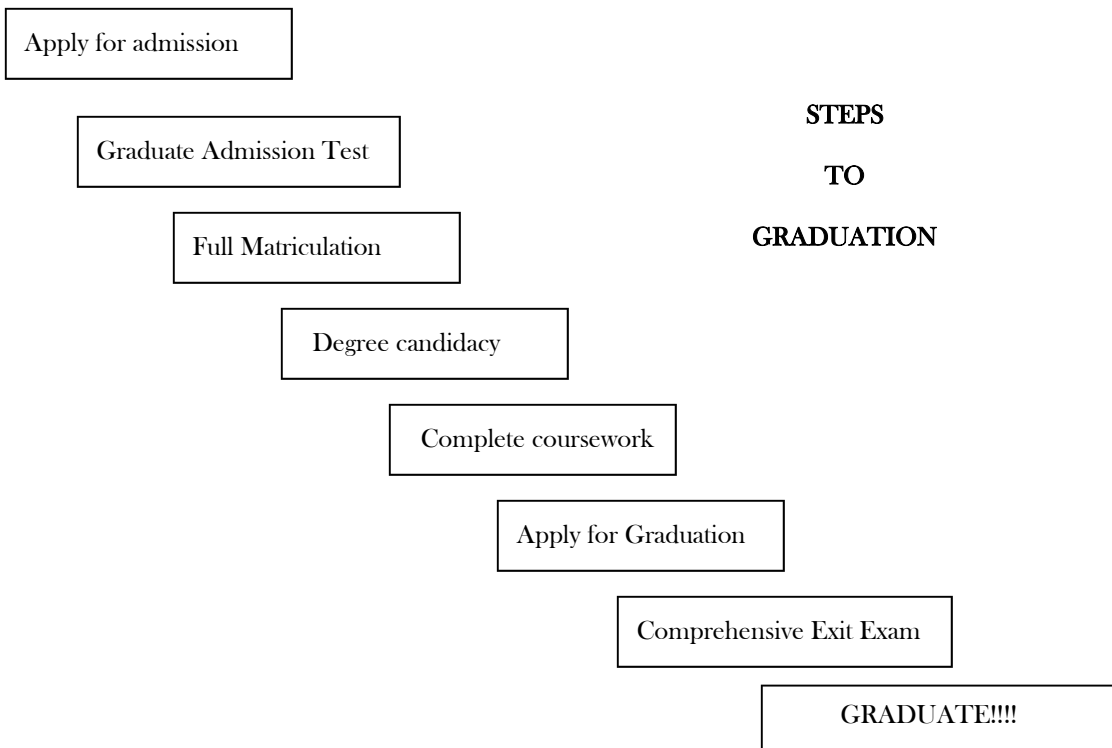
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work and the research report have been completed.
- The student must obtain the Comprehensive Exit Examination document and instructions from the Chairperson of the Music education Department or his/her designee two weeks prior to the University final examination period.
- The document must be received by the Chairperson of the Music Education Department or his/her designee on or before the first Monday of the University final examination period.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music Education have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.

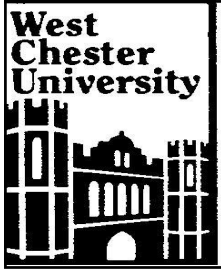


**M.M. in Music Education**  
**(Research Report Option: 34 credit hours)**

**Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>18</b>	
MUE 500 (3) Methods & Materials of Research MUE 503 (3) Philosophical Foundations of Music Education MUE 510 (3) Current Trends in Music Education <u>Music Education Electives:</u> 6 credits in music education courses selected under advisement <u>Applied Music:</u> 3 credits selected from applied instruction, conducting, &/or ensembles selected under advisement	Core courses: 9 hours Electives: 6 hours Applied Music: 3 hours	
<b>Concentration: Concentration Elective</b> 3 credits of 500 level courses selected from music education, applied music, music history, music theory, or education under advisement	<b>3</b>	
<b>Free Electives</b>	<b>3</b>	
3 credits of any 500 level course(s) selected under advisement		
<b>Research Component</b>	<b>4</b>	
MUE 691 (2) Research Seminar in Music MUE 692 (2) Research Report		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>34</b>	

<b><u>FOUR SUMMER MASTER OF MUSIC IN MUSIC EDUCATION</u></b>	
<b>RESEARCH REPORT OPTION</b>	
<b>Recommended Courses:</b>	<b>Credits:</b>
<b>SUMMER I</b>	
MUE Core (500, 503, 510)	3
Cognate Selected from Music History or Music Theory	3
Elective	3
Applied Music	1-2
<b>SUMMER II</b>	
MUE Core (500, 503, 510)	3
Cognate Selected from Music History or Music Theory	3
Elective	3
Applied Music	1-2
<b>SUMMER III</b>	
MUE Core (MUE 503, 510)	3
Research (MUE 691)	2
Elective	3
<b>SUMMER IV</b>	
Research (MUE 692)	2
Elective	3
Comprehensive Exit Exam	0
<b>TOTAL CREDITS:</b>	<b>34</b>
<ol style="list-style-type: none"> <li>1. Any remedial courses required as result of Graduate Admission Test must be taken the fall and/or spring prior to entering SUMMER I Sequence. Upon completion, apply for Change of Admission Status to Full Matriculation.</li> <li>2. Electives: Music Education (6), Concentration (3), Free (3)</li> <li>3. Cognate courses must be completed by the end of SUMMER II.</li> <li>4. After completion of remediation (if required), MUE 500, and 12-14 credits, apply for Admission to Candidacy for the Degree</li> <li>5. Submit Intent to Graduate Card by posted deadline during SUMMER IV</li> </ol>	



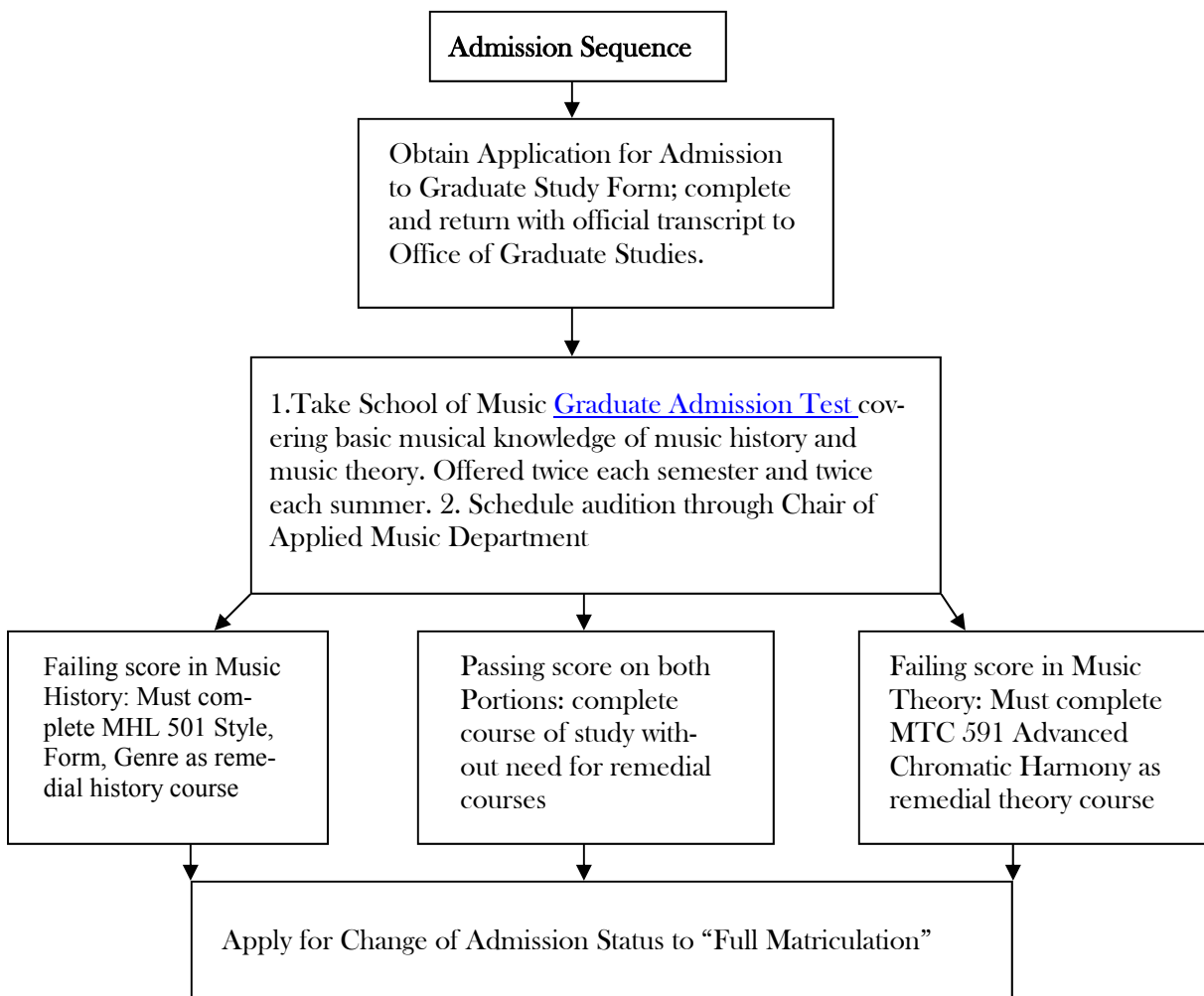
# MASTER OF MUSIC IN MUSIC EDUCATION

## Performance Option

34 Semester Hours

The Master of Music in Music Education (Performance Option) is designed for those who can demonstrate appropriate performing ability. The option is not intended to replace the opportunities for experience in Graduate Recitals which continue to be a part of the Applied Music performance degree program.

In addition to four credit hours in applied music as part of the core requirements for the M.M. in Music Education degree, a research component consisting of MUE 698 (1) Performance Research, VOI/PIA/AIM 696 (1) Recital to be taken with applied lessons, Applied lesson to be taken with VOI/PIA/AIM 696



**MM Performance Option: page two**

### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an "Application for Admission to Candidacy for the Degree" form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Successful completion of MUE 500 Methods and Materials of Research
- Declaration of a desired research option to the chairperson of the Music Education Department and the Coordinator of Graduate Studies in Music

### **Procedures for Fulfilling Recital Requirement**

#### **Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option

Register for appropriate sequence of applied lessons

Register for VOI/PIA/AIM696 Recital and Applied Music lesson

Arrange a jury to hear the twenty (20) minute recital program

Write a recital research paper utilizing appropriate research techniques (MUE 698).

NOTE: MUE 698 should be taken concurrently with recital, but may be completed during the semester following the recital with permission of Graduate Coordinator and Applied Music chair.

Submit typed copy of the program notes with the program approval form to applied instructor, Chair of Applied Music, and Graduate Coordinator at least four (4) weeks prior to the recital date.

#### **Recital:**

Selections of compositions must be approved by the applied professor

Recital should be twenty (20) to thirty (30) minutes (exclusive of lecture time if a lecture/recital)

Memorization requirements are subject to the specifications of the Applied Music Department

#### **Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.

The candidate may be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (XXX696)

The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.

An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM Performance Option: page three

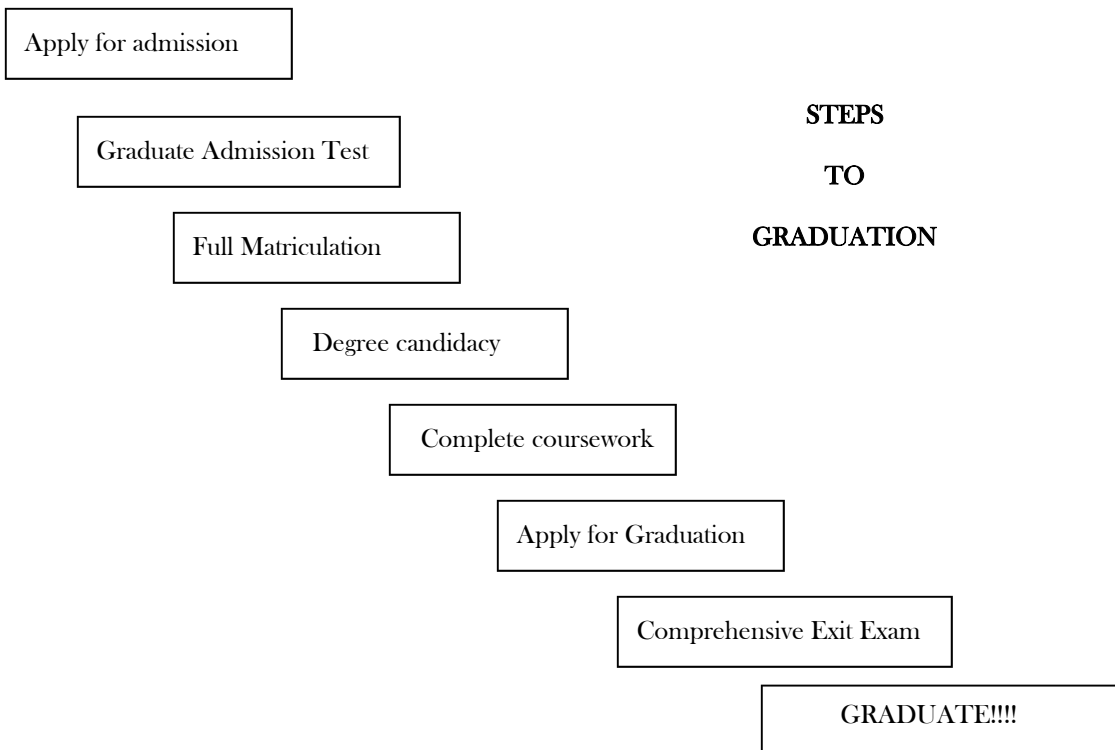
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work and the research report have been completed.
- The student must obtain the Comprehensive Exit Examination document and instructions from the Chairperson of the Music education Department or his/her designee two weeks prior to the University final examination period.
- The document must be received by the Chairperson of the Music Education Department or his/her designee on or before the first Monday of the University final examination period.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music Education have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.

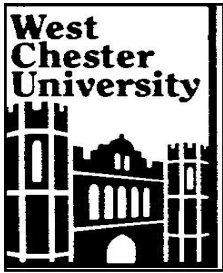


**M.M. in Music Education  
(Performance Option: 34 credit hours)**

**Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>19</b>	
MUE 500 (3) Methods & Materials of Research MUE 503 (3) Philosophical Foundations of Music Education MUE 510 (3) Current Trends in Music Education <u>Music Education Electives:</u> 6 credits in music education courses selected under advisement <u>Applied Music:</u> 4 credits selected from applied instruction, conducting, &/or ensembles selected under advisement	Core courses: 9 Electives: 6 Applied Music: 4	
<b>Concentration: Concentration Elective</b> 3 credits of 500 level courses selected from music education, applied music, music history, music theory, or education under advisement	<b>3</b>	
<b>Free Electives</b>	<b>3</b>	
3 credits of any 500 level course(s) selected under advisement		
<b>Research Component</b>	<b>3</b>	
MUE 698 (1) Performance Research VOI/PIA/AIM 696 (1) Recital—to be taken with applied major lessons Applied lesson (1) to be taken with VOI/PIA/AIM 696		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>34</b>	

<b><u>FOUR SUMMER MASTER OF MUSIC IN MUSIC EDUCATION</u></b>	
<b>PERFORMANCE RECITAL OPTION</b>	
<b>Recommended Courses:</b>	<b>Credits:</b>
<b>SUMMER I</b>	
MUE Core (500, 503, 510)	3
Cognate Selected from Music History or Music Theory	3
Elective	3
Applied Music	1-2
<b>SUMMER II</b>	
MUE Core (500, 503, 510)	3
Cognate Selected from Music History or Music Theory	3
Elective	3
Applied Music	1-2
<b>SUMMER III</b>	
MUE Core (503, 510)	3
Applied Music	1-2
Elective	3-6
<b>SUMMER IV</b>	
Applied Music	1
Performance Research (698)	1
Recital (VOI/PIA/AIM 696)	1
Elective	3
Comprehensive Exit Exam	0
<ol style="list-style-type: none"> <li>1. Any remedial courses required as result of Graduate Admission Test must be taken the fall and/or spring prior to entering SUMMER I Sequence. Upon completion, apply for Change of Admission Status to Full Matriculation.</li> <li>2. Electives: Music Education (6), Concentration (3), Free (3)</li> <li>3. Cognate courses must be completed by the end of SUMMER II.</li> <li>4. After completion of remediation (if required), MUE 500, and 12-14 credits, apply for Admission to Candidacy for the Degree</li> <li>5. Submit Intent to Graduate Card by posted deadline during SUMMER IV</li> </ol>	



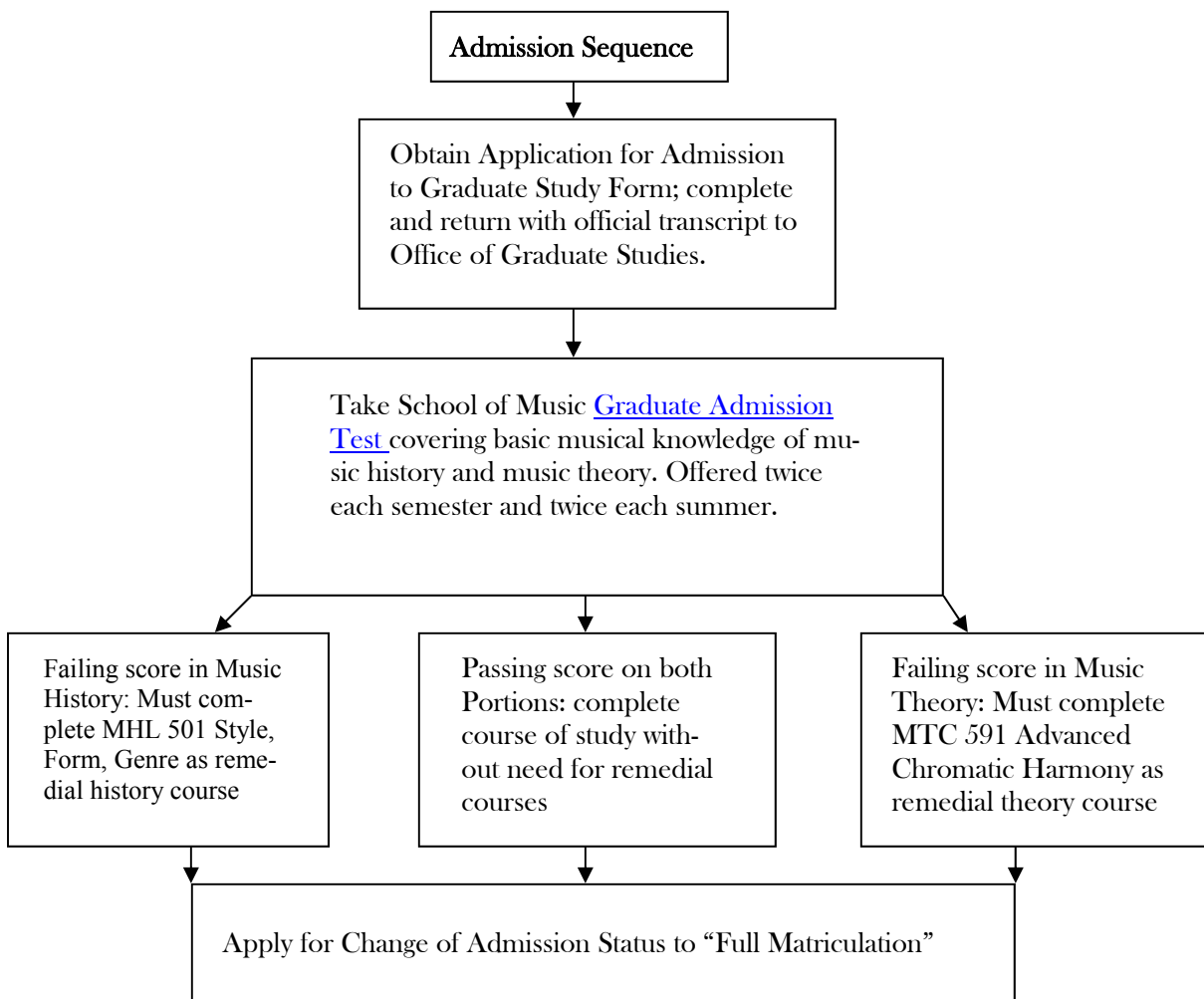
# MASTER OF MUSIC IN MUSIC EDUCATION

## Orff-Schulwerk Option

34 Semester Hours

The Master of Music in Music Education (Orff-Schulwerk Option) is designed to provide certification in Orff-Schulwerk as recommended by the American Orff-Schulwerk Association. To complete requirements for the degree and AOSA certification requires an eighteen (18) credit hour concentration:

Level I: MUE 570 (2) Basic Musicianship, MUE 571 (1) Recorder, MUE 572 (1) Movement  
 Level II: MUE 573 (2) Basic Musicianship, MUE 574 (1) Recorder, MUE 575 (1) Movement  
 Level III: MUE 576 (2) Basic Musicianship, MUE 577 (1) Recorder, MUE 578 (1) Movement  
 Additional Courses: MUE 579 (1) Recorder Ensemble, MUE 580 (1) Movement, MUE 581 (1) Instrumentarium Practicum



**MM Orff-Schulwerk Option: page two**

### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Successful completion of MUE 500 Methods and Materials of Research
- Declaration of a desired research option to the chairperson of the Music Education Department and the Coordinator of Graduate Studies in Music

### **Procedures for Fulfilling Orff-Schulwerk Requirements**

Complete Orff-Schulwerk Level I: MUE 570 (2) Basic Musicianship, MUE 571 (1) Recorder, MUE 572 (1) Movement

Complete Orff-Schulwerk Level II: MUE 573 (2) Basic Musicianship, MUE 574 (1) Recorder, MUE 575 (1) Movement

Complete Orff-Schulwerk Level III: MUE 576 (2) Basic Musicianship, MUE 577 (1) Recorder, MUE 578 (1) Movement

Complete additional Orff-Schulwerk courses (Concurrent with or after completion of Level II) MUE 579 (1) Recorder Ensemble, MUE 580 (1) Movement, MUE 581 (1) Instrumentarium Practicum

Complete research project—the development of a music education curriculum exhibiting a knowledge of Orff-Schulwerk materials and teaching/learning sequences and strategies for grades k-8—under the guidance of the professor for MUE 500 and the Orff-Schulwerk specialist. For specific requirements, see Orff-Schulwerk Exit Examination in *Appendix*

MM Orff-Schulwerk Option: page three

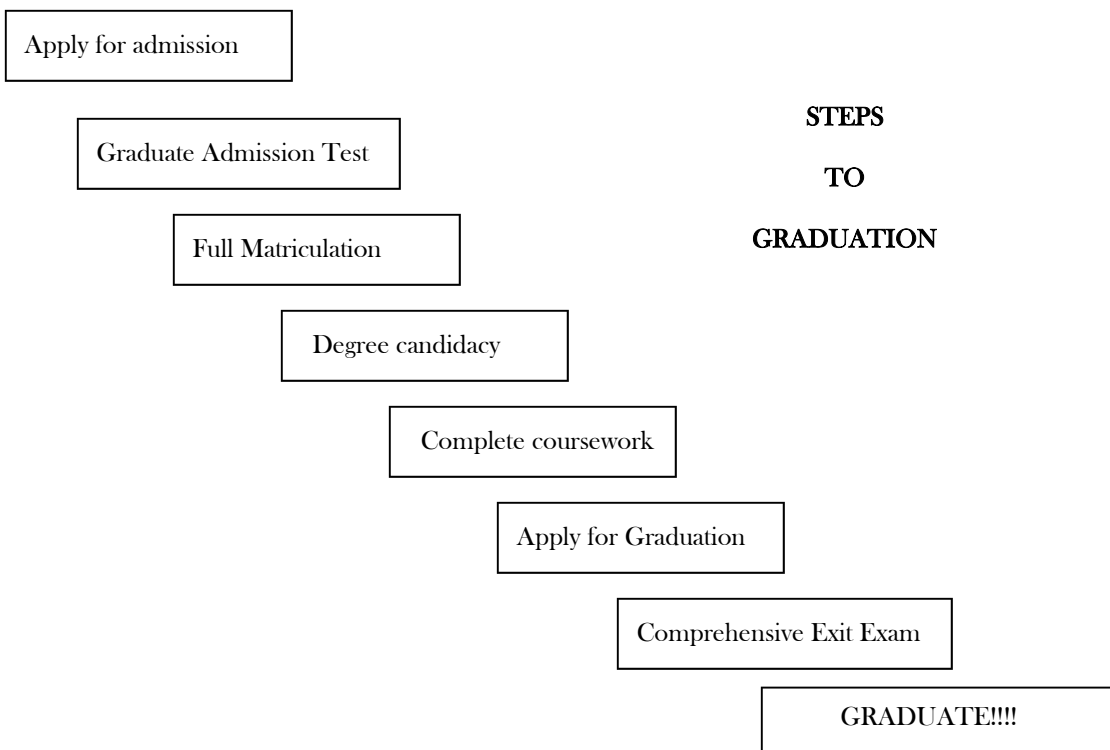
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work and the research report have been completed.
- The student must obtain the Comprehensive Exit Examination document and instructions from the Chairperson of the Music education Department or his/her designee two weeks prior to the University final examination period.
- The document must be received by the Chairperson of the Music Education Department or his/her designee on or before the first Monday of the University final examination period.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music Education have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



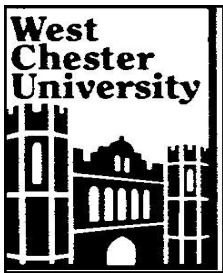
**M.M. in Music Education**  
**(Orff Schulwerk Certification: 34 credit hours)**

**Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>3</b>	
Music History	3	
<b>Concentration: Core Courses</b>	<b>9</b>	
MUE 500 (3) Methods & Materials of Research MUE 503 (3) Philosophical Foundations of Music Education MUE 510 (3) Current Trends in Music Education	Core courses: 9 hours	
<b>Orff Schulwerk Required Courses</b>	<b>15</b>	
MUE 570 (2) Level I: Basic Musicianship MUE 571 (1) Level I: Recorder MUE 572 (1) Level I: Movement MUE 573 (2) Level II: Basic Musicianship MUE 574 (1) Level II: Recorder MUE 575 (1) Level II: Movement MUE 576 (2) Level III: Basic Musicianship MUE 577 (1) Level III: Recorder MUE 578 (1) Level III: Movement MUE 579 (1) Recorder Ensemble MUE 580 (1) Movement MUE 581 (1) Instrumentarium Practicum		
<b>Concentration Electives</b> 3 credits of 500 level course taken under advisement	<b>3</b> Typically selected from music education, applied music, music history, music theory, or education	
<b>Free Electives</b>	<b>4</b>	
4 credits of any 500 level course(s) selected under advisement	Typically, but not always, selected from Childhood Studies and Reading, Music Education (Kodaly Level I), Physical Education (movement/dance), Special Education	
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>34</b>	

<b>FOUR SUMMER MASTER OF MUSIC EDUCATION</b> <b>ORFF-SCHULWERK CONCENTRATION</b>
---

Recommended Courses	Credits
<b>SUMMER I</b>	
MUE Core (500, 503, 510)	3
Orff Level I (570, 571, 572)	4
Free or concentration elective	3
<b>SUMMER II</b>	
Cognate selected from Music History offerings	3
MUE Core (500, 503, 510)	3
Free or concentration elective	3
<b>SUMMER III</b>	
MUE Core (MUE 503, 510)	3
Orff Level II (573, 574, 575)	4
Free or concentration elective Or Orff Supplemental Courses (579, 580, 581)	1-3 Or 3
<b>SUMMER IV</b>	
Orff Level III (576, 577, 578)	4
Free or concentration elective Or Orff Supplemental Courses (579, 580, 581)	1-3 Or 3
Comprehensive Exit Exam	0
<b>TOTAL CREDITS</b>	<b>34</b>
<ol style="list-style-type: none"> <li>1. Any remediation courses required as a result of Graduate Admission Test must be taken the fall and/or spring semesters prior to entering SUMMER I sequence. Upon completion, apply for Change of Admission Status to "Full Matriculation"</li> <li>2. Cognate courses must be completed by the end of SUMMER II</li> <li>3. After completion of remediation (if required), MUE 500, and 12-145 credits, apply for Admission to Candidacy for the Degree</li> <li>4. Submit "Intent to Graduate" card by posted deadline for graduation during Summer IV</li> </ol>	



# MASTER OF MUSIC IN MUSIC EDUCATION

## Kodaly Option

34 Semester Hours

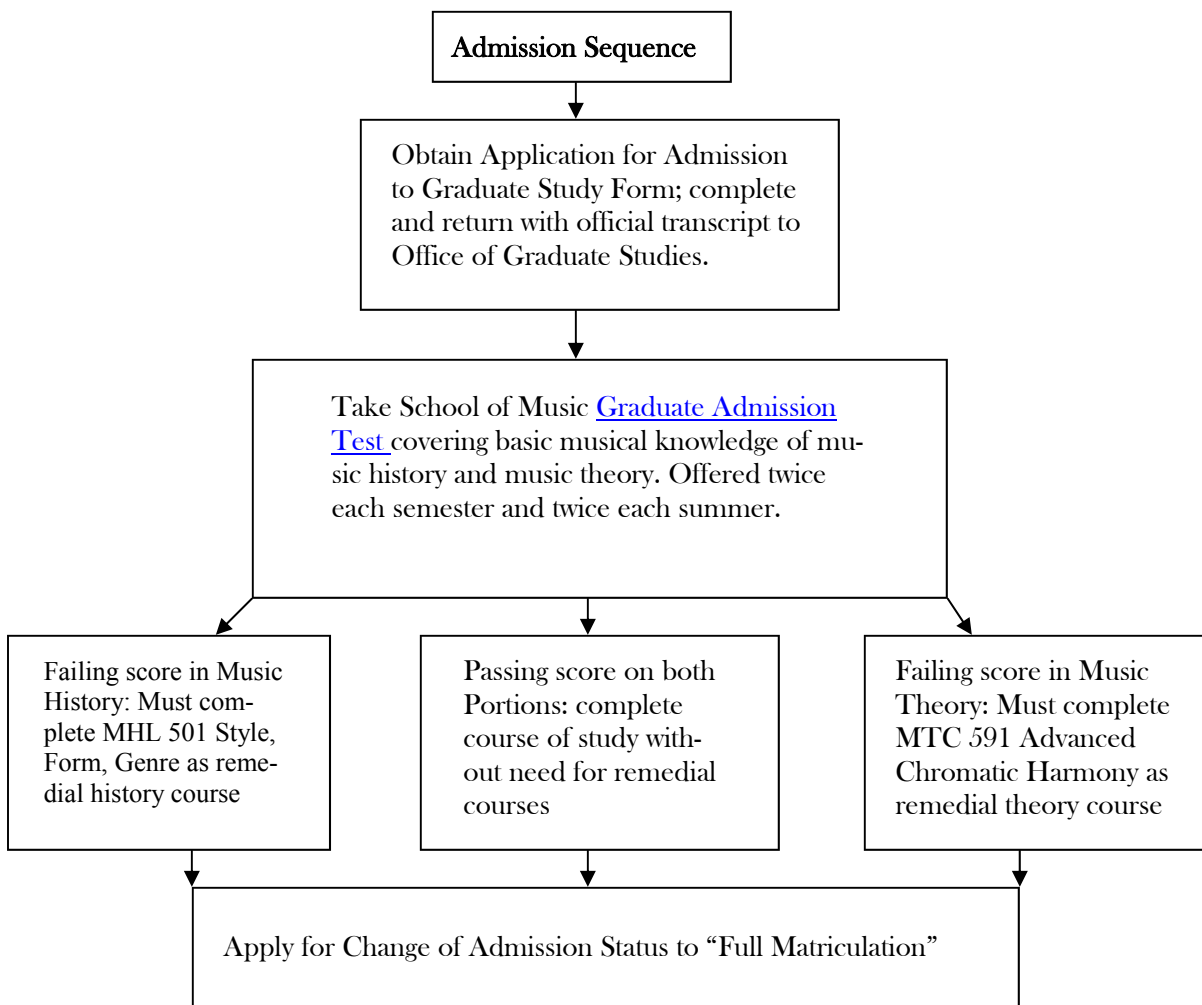
The Master of Music in Music Education (Kodaly Option) is designed to provide certification in Kodaly as recommended by the Organization of American Kodaly Educators. To complete requirements for the degree and OAKE certification requires an eighteen (18) credit hour concentration:

Level I: MUE 560 (2) Musicianship Training, MUE 561 (2) Methodology

Level II: MUE 562 (2) Musicianship Training, MUE 563 (2) Methodology

Level III: MUE 564 (2) Musicianship Training, MUE 565 (2) Methodology

Additional Courses: MUE 566 (2) Conducting, MUE 567 (2) Folk Song Analysis, MUE 568 (2) Games and Materials



**MM Kodaly Option: page two**

### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Successful completion of MUE 500 Methods and Materials of Research
- Declaration of a desired research option to the chairperson of the Music Education Department and the Coordinator of Graduate Studies in Music

### **Procedures for Fulfilling Kodaly Requirements**

Complete Kodaly Level I: MUE 560 Musicianship Training , MUE 561 Methodology
Complete Kodaly Level I: MUE 560 Musicianship Training , MUE 561 Methodology
Complete Kodaly Level I: MUE 560 Musicianship Training , MUE 561 Methodology
Complete additional Kodaly courses (Concurrent with or after completion of Level II)
Complete research project —the development of a music education curriculum exhibiting a knowledge of Kodaly materials and teaching/learning sequences and strategies for grades k-8— under the guidance of the professor for MUE 500 and the Kodaly specialist. For specific requirements, see Kodaly Exit Examination in <i>Appendix</i>

MM Kodaly Option: page three

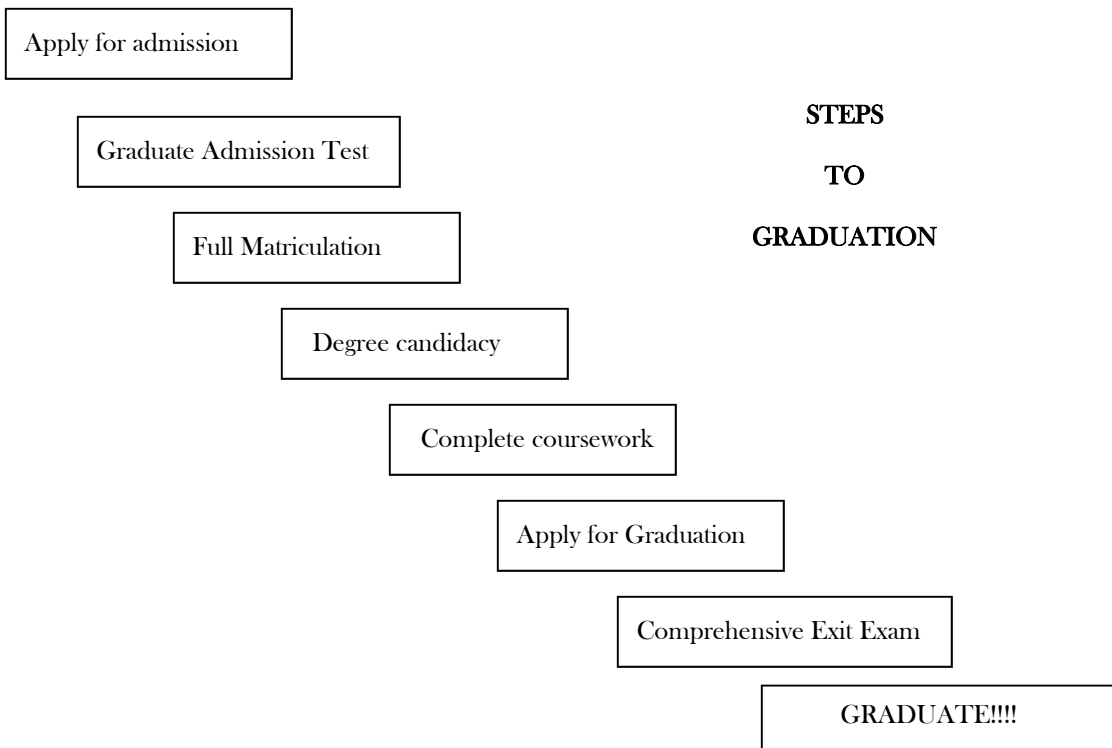
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work and the research report have been completed.
- The student must obtain the Comprehensive Exit Examination document and instructions from the Chairperson of the Music education Department or his/her designee two weeks prior to the University final examination period.
- The document must be received by the Chairperson of the Music Education Department or his/her designee on or before the first Monday of the University final examination period.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music Education have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Music Education**  
**(Kodaly Certification: 34 credit hours)**

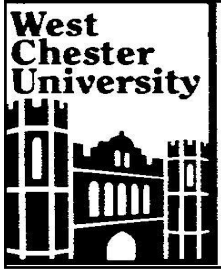
**Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Summer taken</b>
<b>Cognate Requirements</b>	<b>3</b>	
Music History	3	
<b>Concentration: Core Courses</b>	<b>9</b>	
MUE 500 (3) Methods & Materials of Research MUE 503 (3) Philosophical Foundations of Music Education MUE 510 (3) Current Trends in Music Education		
<b>Kodaly Required Courses</b>	<b>18</b>	
MUE 560 (2) Level I: Musicianship Training MUE 561 (2) Level I: Methodology MUE 562 (2) Level II: Musicianship Training MUE 563 (2) Level II: Methodology MUE 564 (2) Level III: Musicianship Training MUE 565 (2) Level III: Methodology MUE 566 (2) Kodaly Conducting MUE 567 (2) Kodaly Folk Song Analysis MUE 568 (2) Kodaly Games and Materials		
<b>Concentration Electives</b> 4 credits of 500 level course taken under advisement	<b>4</b> Typically selected from music education, applied music, music history, music theory, or education	
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>34</b>	

<b>FOUR SUMMER MASTER OF MUSIC EDUCATION</b>
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<b>Kodaly Methodology Concentration</b>
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Recommended Courses	Credits
<b>SUMMER I</b>	
MUE Core (500, 503, 510)	3
Kodaly Level I (560, 561)	4
Free or concentration elective	3
<b>SUMMER II</b>	
Cognate selected from Music History offerings	3
MUE Core (500, 503, 510)	3
Free or concentration elective	3
<b>SUMMER III</b>	
MUE Core (MUE 503, 510)	3
Kodaly Level II (562, 563)	4
Free or concentration elective	1-3
<b>SUMMER IV</b>	
Kodaly Level III (564, 565)	4
Kodaly Supplemental Courses (566, 567, 568))	6
Comprehensive Exit Exam	0
<b>TOTAL CREDITS</b>	<b>34</b>
<ol style="list-style-type: none"> <li>1. Any remediation courses required as a result of Graduate Admission Test must be taken the fall and/or spring semesters prior to entering SUMMER I sequence. Upon completion, apply for Change of Admission Status to "Full Matriculation"</li> <li>2. Cognate courses must be completed by the end of SUMMER II</li> <li>3. After completion of remediation (if required), MUE 500, and 12-145 credits, apply for Admission to Candidacy for the Degree</li> <li>4. Submit "Intent to Graduate" card by posted deadline for graduation during Summer IV</li> </ol>	



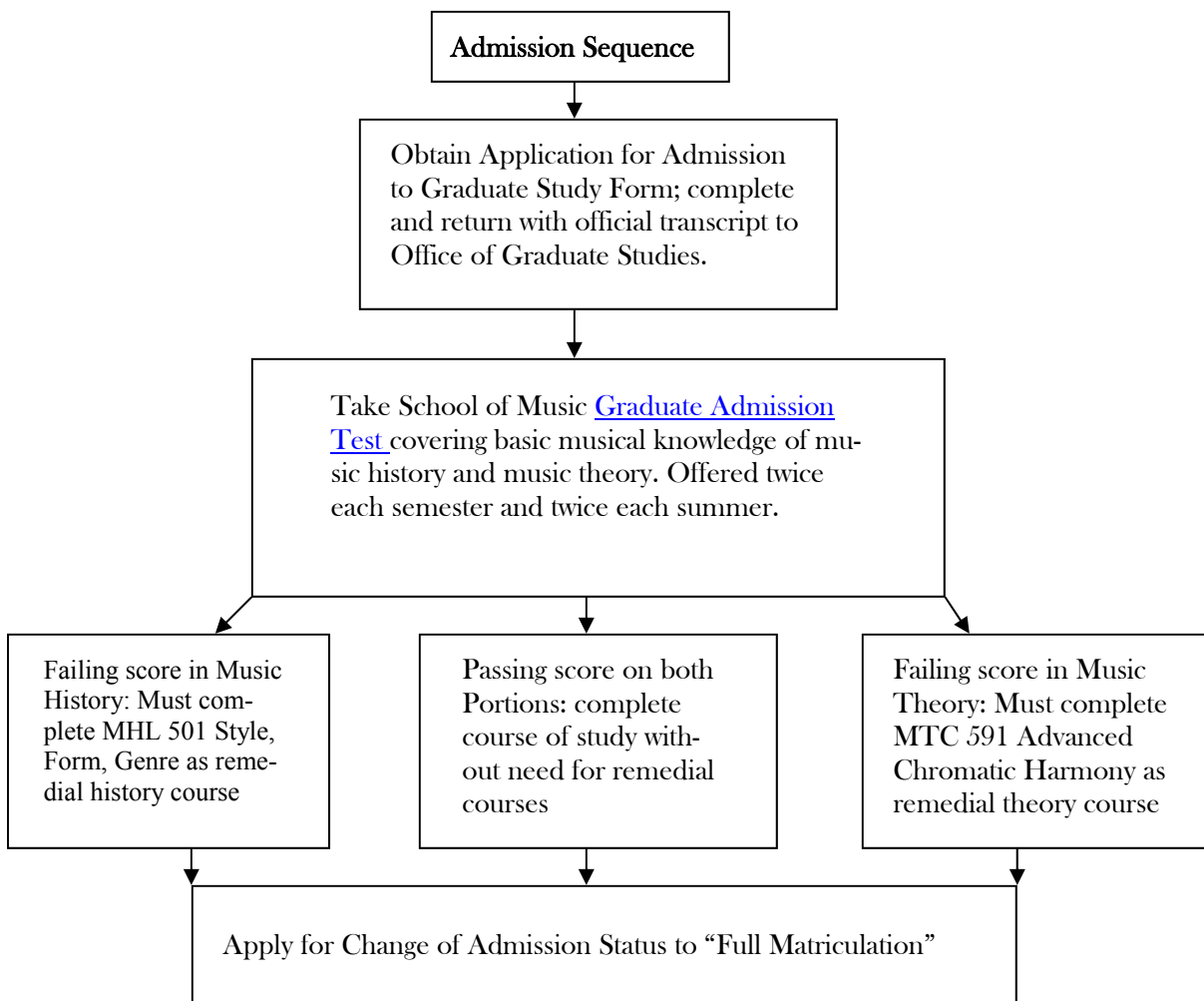
# MASTER OF MUSIC IN MUSIC EDUCATION

## Music Technology Option

34 Semester Hours

The Master of Music in Music Education (Music Technology Option) is designed to provide certification in Music technology as recommended by Technology in Music Education (Ti:ME). To complete requirements for the degree and TiME certification requires an ten (10) credit hour concentration:

MUE 591 (2) Introduction to Notation, Sequencing, and Electronic Instruments, MUE 592 (2) Introduction to Internet, Multimedia, and Computer Assisted Instruction, MUE 598 (2) Curricular Integration of Music technology and one course selected from: MUE 593 (2) Notation or MUE 594 (2) Sequencing; and one course selected from: MUE 595 (2) Interactive Internet, MUE 596 (2) Multimedia Authoring, MUE 597 (2) Digital Media



<p><b>MM Music Technology Option: page two</b></p>
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### Admission to Degree Candidacy

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Successful completion of MUE 500 Methods and Materials of Research
- Declaration of a desired research option to the chairperson of the Music Education Department and the Coordinator of Graduate Studies in Music

<p><b>Procedures for Fulfilling Music Technology Requirements</b></p>
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<p>Complete Music technology Required Courses: MUE 591 (2) Introduction to Notation, Sequencing, and Electronic Instruments, MUE 592 (2) Introduction to Internet, Multimedia, and Computer Assisted Instruction, MUE 598 (2) Curricular Integration of Music Technology</p>
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<p>Complete two (2) credits hours of concentration electives selected from: MUE 593 (2) Notation, MUE 594 (2) Sequencing</p>
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<p>Complete two (2) credits of concentration electives selected from: MUE 595 (2) Interactive Internet, MUE 596 (2) Multimedia Authoring, MUE 597 (2) Digital Media</p>
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<p>Complete research project through enrollment in MUE 691 and MUE 692. See requirements in section for M.M. in Music education (Research Report Option)</p>
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MM Music Technology Option: page three

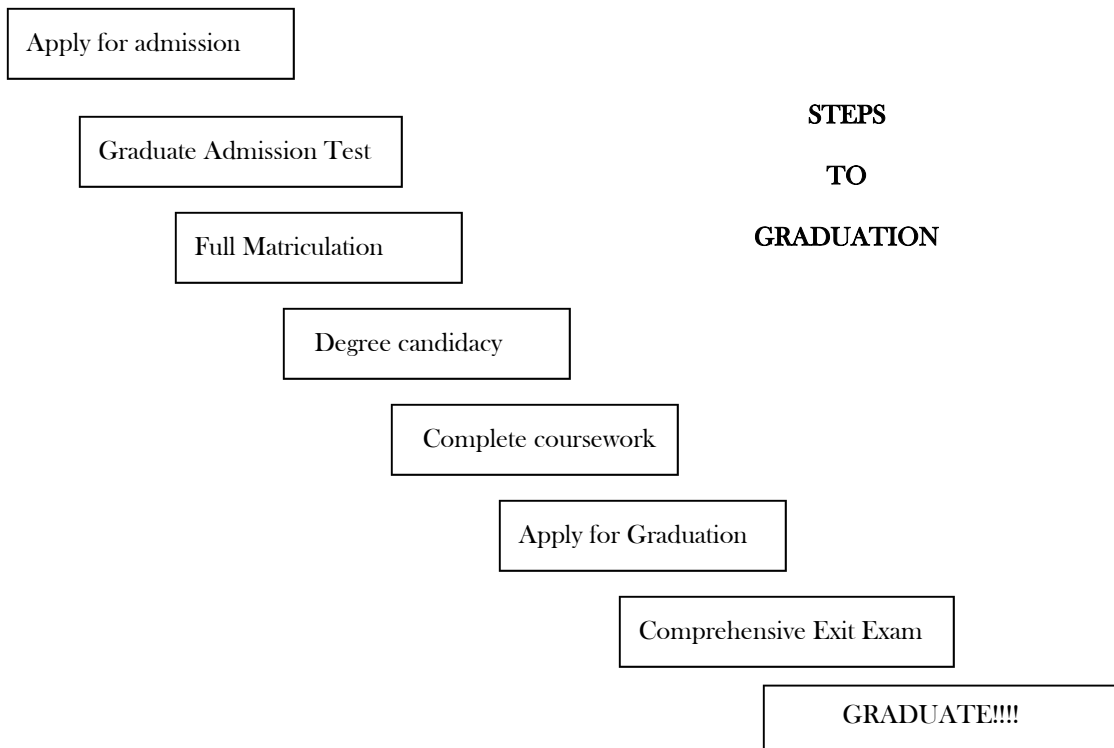
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work and the research report have been completed.
- The student must obtain the Comprehensive Exit Examination document and instructions from the Chairperson of the Music education Department or his/her designee two weeks prior to the University final examination period.
- The document must be received by the Chairperson of the Music Education Department or his/her designee on or before the first Monday of the University final examination period.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music Education have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.

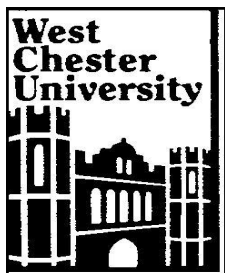


**M.M. in Music Education**  
**(Technology Concentration: 35 credit hours)**

**Program of Study**

PROGRAM REQUIREMENTS	CREDIT HOURS	Course/Semester taken
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>18</b>	
<u>Core Courses:</u> MUE 500 (3) Methods & Materials of Research MUE 503 (3) Philosophical Foundations of Music Education MUE 510 (3) Current Trends in Music Education <u>Music Technology:</u> MUE 591 (2) Introduction to Notation, Sequencing, and Electronic Instruments MUE 592 (2) Introduction to Internet, Multimedia, and Computer Assisted Instruction MUE 598 (2) Curricular Integration of Music technology <u>Applied Music:</u> 3 credits selected from applied instruction, conducting, &/or ensembles selected under advisement	Core courses: 9 hours Music Technology: 6 hours Applied Music: 3 hours	
<b>Concentration: Concentration Elective</b>	<b>4</b>	
Select one course from each of the following two categories: <u>Category 1:</u> MUE 593 (2) Notation MUE 594 (2) Sequencing <u>Category 2:</u> MUE 595 (2) Interactive Internet MUE 596 (2) Multimedia Authoring MUE 597	Courses selected under advisement	
<b>Free Electives</b>	<b>3</b>	
3 credits of any 500 level course(s) selected under advisement		
<b>Research Component</b>	<b>4</b>	
MUE 691 (2) Research Seminar in Music MUE 692 (2) Research Report		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>34</b>	

<b><u>FOUR SUMMER MASTER OF MUSIC IN MUSIC EDUCATION</u></b>	
<b>MUSIC TECHNOLOGY CONCENTRATION</b>	
<b>Recommended Courses:</b>	<b>Credits:</b>
<b>SUMMER I</b>	
MUE Core (500, 503, 510)	3
Cognate selected from Music History or Music Theory	3
Music Technology (MUE 591, 592)	2-4
Applied Music	1-2
<b>SUMMER II</b>	
Cognate selected from Music History or Music Theory	3
MUE Core (500, 503, 510)	3
Music Technology (MUE 592, 598)	2-4
Elective or Applied Music	1-4
<b>SUMMER III</b>	
MUE Core (MUE 503, 510)	3
MUE or Free Elective	3
Concentration Elective (Select one course from MUE 593 or 594 and/or one course from MUE 595, 596, or 597)	2-4
Research Seminar (MUE 691)	2
<b>SUMMER IV</b>	
Concentration Elective (Select one course from MUE 593 or 594 and/or one course from MUE 595, 596, or 597)	2-4
MUE or Free Elective	3
Research Report (MUE 692)	2
Comprehensive Exit Exam	0
<b>TOTAL CREDITS:</b>	<b>34</b>
<ol style="list-style-type: none"> <li>1. Any remedial courses required as result of Graduate Admission Test must be taken the fall and/or spring prior to entering SUMMER I Sequence. Upon completion, apply for Change of Admission Status to Full Matriculation.</li> <li>2. Cognate courses must be completed by the end of SUMMER II.</li> <li>3. Electives: MUE (6), Concentration (4), Free (3)</li> <li>4. After completion of remediation (if required), MUE 500, and 12-14 credits, apply for Admission to Candidacy for the Degree</li> <li>4. Submit Intent to Graduate Card by posted deadline during SUMMER IV</li> </ol>	

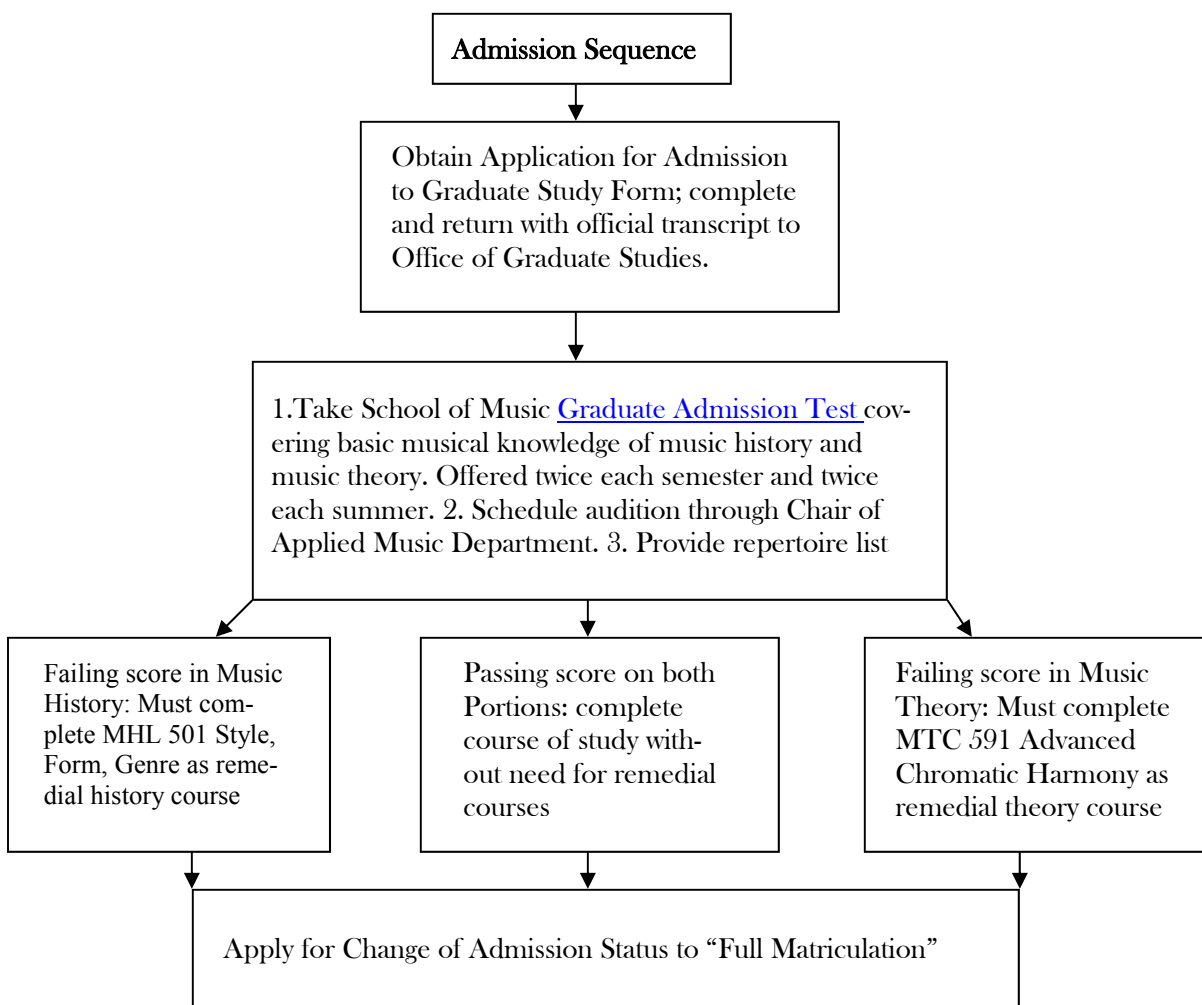


# MASTER OF MUSIC IN PERFORMANCE

## Instrumental

30 Semester Hours

The Master of Music in Performance—Instrumental is designed for those who can demonstrate appropriate performing ability and possess an appropriate undergraduate degree. If the degree is in an area other than the area of intended graduate study, no more than twelve hours of remediation will be required in instrumental-related studies.



<p><b>MM in Performance— Instrumental: page two</b></p>
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### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Declaration of a desired research option to the chairperson of the Applied Music Department and the Coordinator of Graduate Studies in Music

<p style="text-align: center;"><b>Procedures for Fulfilling Recital Requirement</b></p>
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**Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option  
 Register for appropriate sequence of applied lessons  
 Register for AIM 697 Recital  
 Arrange a jury to hear the recital program: either as part of jury examination in the semester prior to the scheduled recital or to a departmental committee at least one month prior to the scheduled recital  
 The results of the recital audition are then reported to the Graduate Coordinator  
 Four weeks before the recital, the student should submit to the secretary of the School of Music Graduate Division a typed copy of the recital program approved by the professor for AIM 697. Program notes provided by the performer should be submitted for approval in a final typed copy to the Graduate Coordinator at least two weeks before the recital date. If revisions are required, they should be made immediately

**Recital:**

Selections of compositions must be approved by the applied professor  
 Recital should be at least forty minutes of solo works; an ensemble recital is prepared as part of AES 511.

**Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.  
 The candidate may be grade be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (AIM 697)  
 The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.  
 An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM in Performance—Instrumental: page three

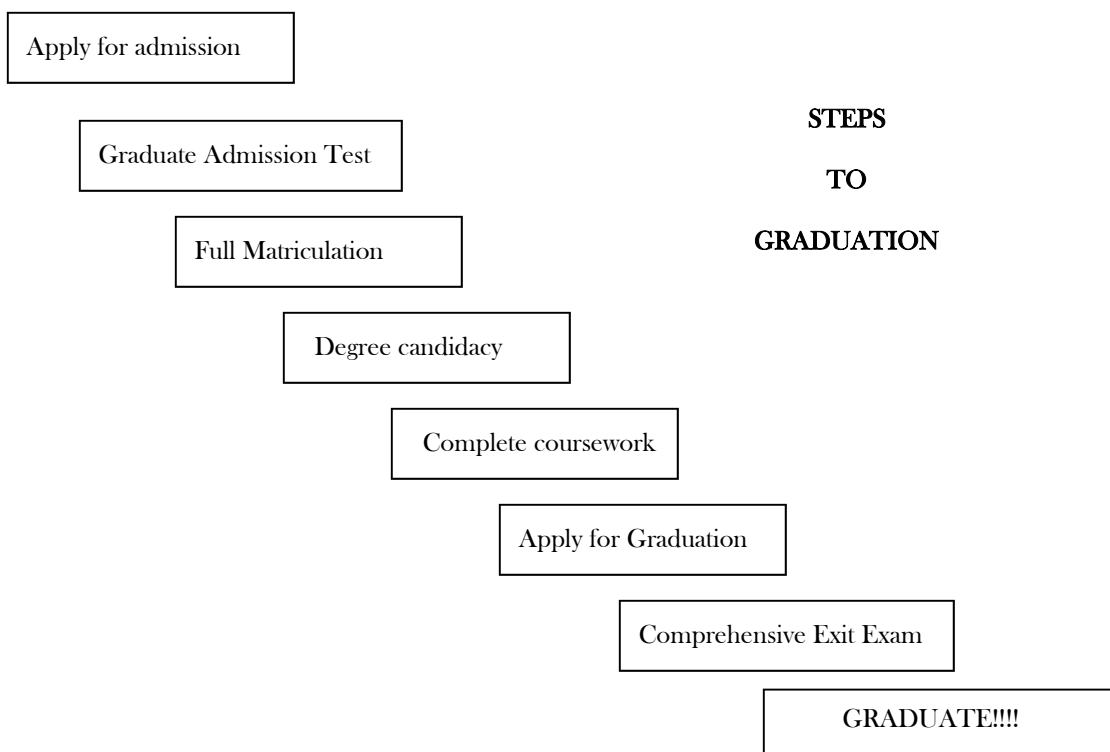
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work for the degree is completed and the candidate has made significant progress toward fulfillment of the recital component of the degree curriculum.
- The comprehensive examination is administered by the Department of Applied Music and it is the responsibility of the degree candidate to arrange for fulfillment of this requirement with the Chairperson of the Applied Music Department.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

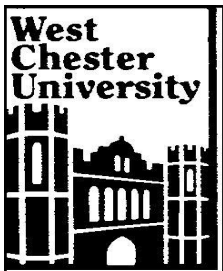
During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music in Performance (Vocal) have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Performance  
(Instrumental—30 hours)  
Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>14</b>	
Required: XXX 541 (3) Advanced Level Lessons XXX 542 (3) Advanced Level Lessons XXX 543 (3) Advanced Level Lessons	<b>9</b>	
Concentration Electives selected from: AIC 512 (2) Instrumental Conducting ALC 531 (3) String Literature) ALC 536 (1) Guitar Literature I ALC 537 (1) Guitar Literature II ALC 541 (3) Woodwind Literature ALC 541 (3) Brass Literature ALC 551 (3) Instrumental Literature	<b>1</b>	
<b>Free Electives</b>	<b>6</b>	
6 credits of any 500 level course(s) selected under advisement		
<b>Recital Component</b>	<b>4</b>	
AIM 697 (2) Recital	2	
AES 511 (2) Chamber Recital	2	
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

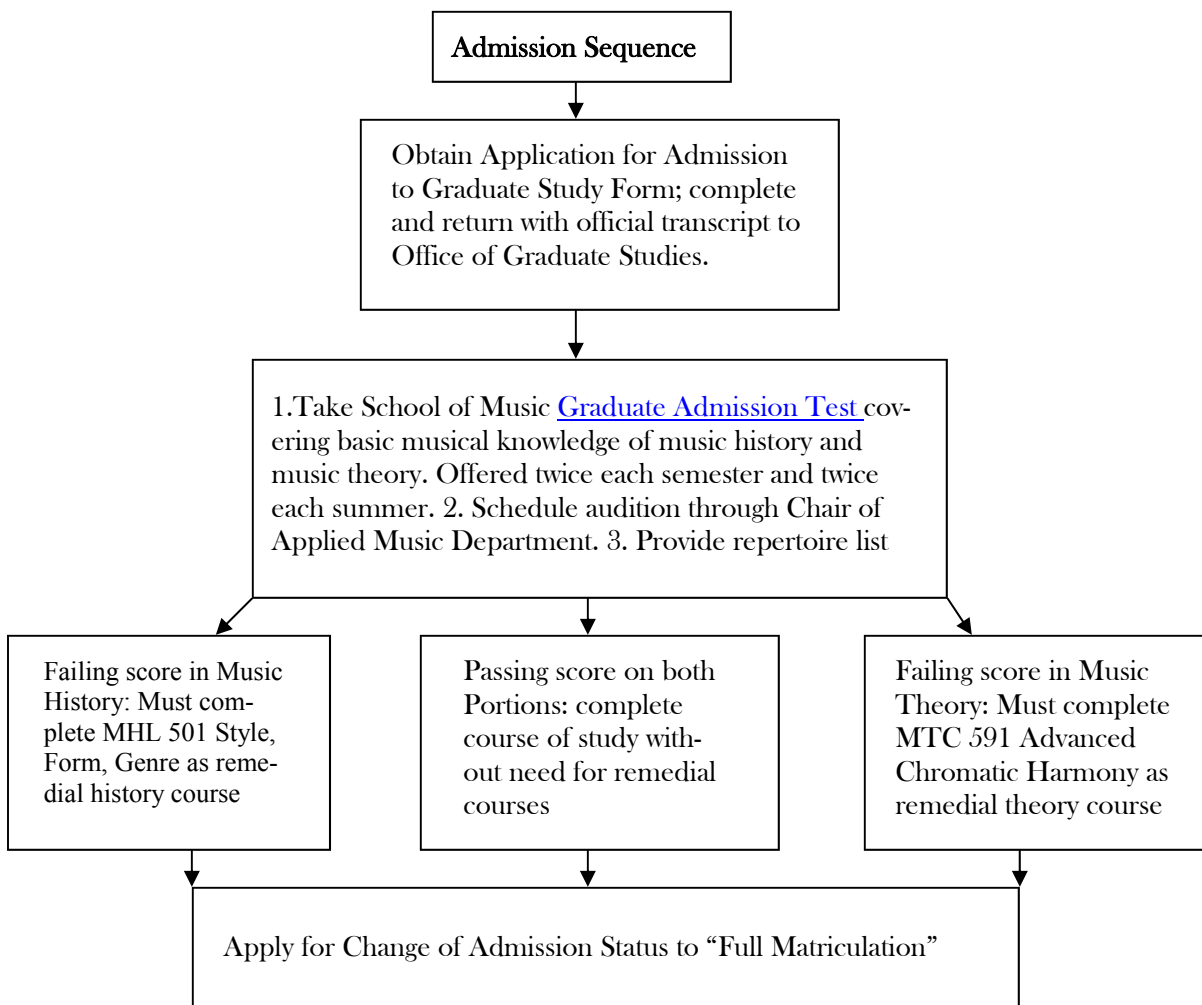


# MASTER OF MUSIC IN PERFORMANCE

## Vocal

30 Semester Hours

The Master of Music in Performance–Vocal is designed for those who can demonstrate appropriate performing ability and possess an appropriate undergraduate degree. If the degree is in an area other than the area of intended graduate study, no more than twelve hours of remediation will be required in vocal-related studies (diction, voice lessons, etc.)



**MM in Voice: page two**

### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Declaration of a desired research option to the chairperson of the Applied Music Department and the Coordinator of Graduate Studies in Music

### **Procedures for Fulfilling Recital Requirement**

#### **Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option  
 Register for appropriate sequence of applied lessons  
 Register for VOI697 Recital  
 Arrange a jury to hear the recital program: either as part of jury examination in the semester prior to the scheduled recital or to a departmental committee at least one month prior to the scheduled recital  
 The results of the recital audition are then reported to the Graduate Coordinator  
 Four weeks before the recital, the student should submit to the secretary of the School of Music Graduate Division a typed copy of the recital program approved by the professor for VOI697. Program notes provided by the performer should be submitted for approval in a final typed copy to the Graduate Coordinator at least two weeks before the recital date. If revisions are required, they should be made immediately

#### **Recital:**

Selections of compositions must be approved by the applied professor  
 Recital should be approximately fifty-five minutes and include at least forty minutes of solo works; may include no more than fifteen minutes of ensemble music.

#### **Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.  
 The candidate may be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (VOI697)  
 The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.  
 An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM in Voice: page three

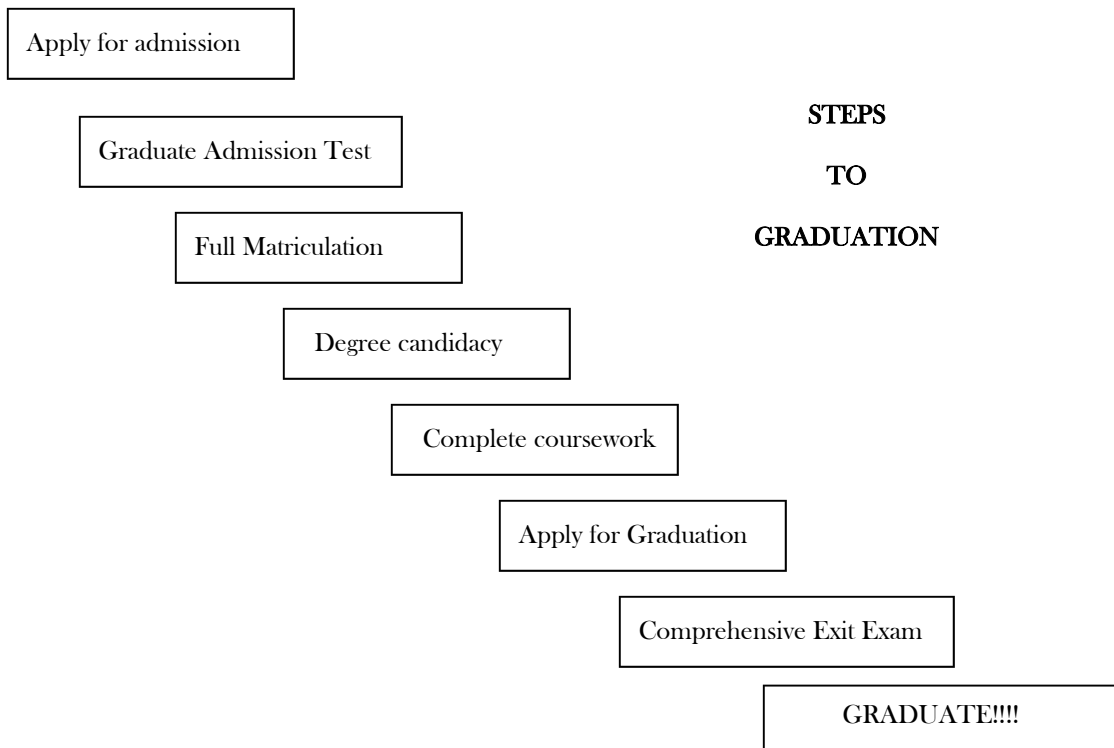
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work for the degree is completed and the candidate has made significant progress toward fulfillment of the recital component of the degree curriculum.
- The comprehensive examination is administered by the Department of Applied Music and it is the responsibility of the degree candidate to arrange for fulfillment of this requirement with the Chairperson of the Applied Music Department.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

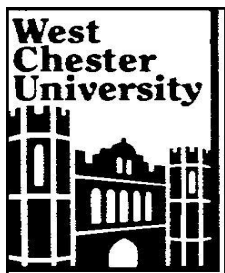
During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music in Performance (Vocal) have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Performance**  
**((Vocal—30 hours)**  
**Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>16-18</b>	
Required: VOI 541 (3) Advanced Level Lessons VOI 542 (3) Advanced Level Lessons VOI 543 (3) Advanced Level Lessons VOI 524 (3) Musico-Dramatic Production	<b>12</b>	
Concentration Electives selected from: VOC 511 (1) Master Class—Baroque VOC512 (1) Master Class—German Lied VOC 513 (1) Master Class—20th Century Art Song VOC 515 (2) English-Italian Diction VOC 516 (3) French-German Diction VOC 529 (3) Vocal Literature VOC 591 (3) Vocal Pedagogy VOC 612 (2) Advanced Choral Conducting MHL 654 (3) History of Opera	<b>4-6</b>	
<b>Free Electives</b>	<b>4-6</b>	
4-6 credits of any 500 level course(s) selected under advisement		
<b>Recital Component</b>	<b>2</b>	
VOI 697 (2) Recital		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

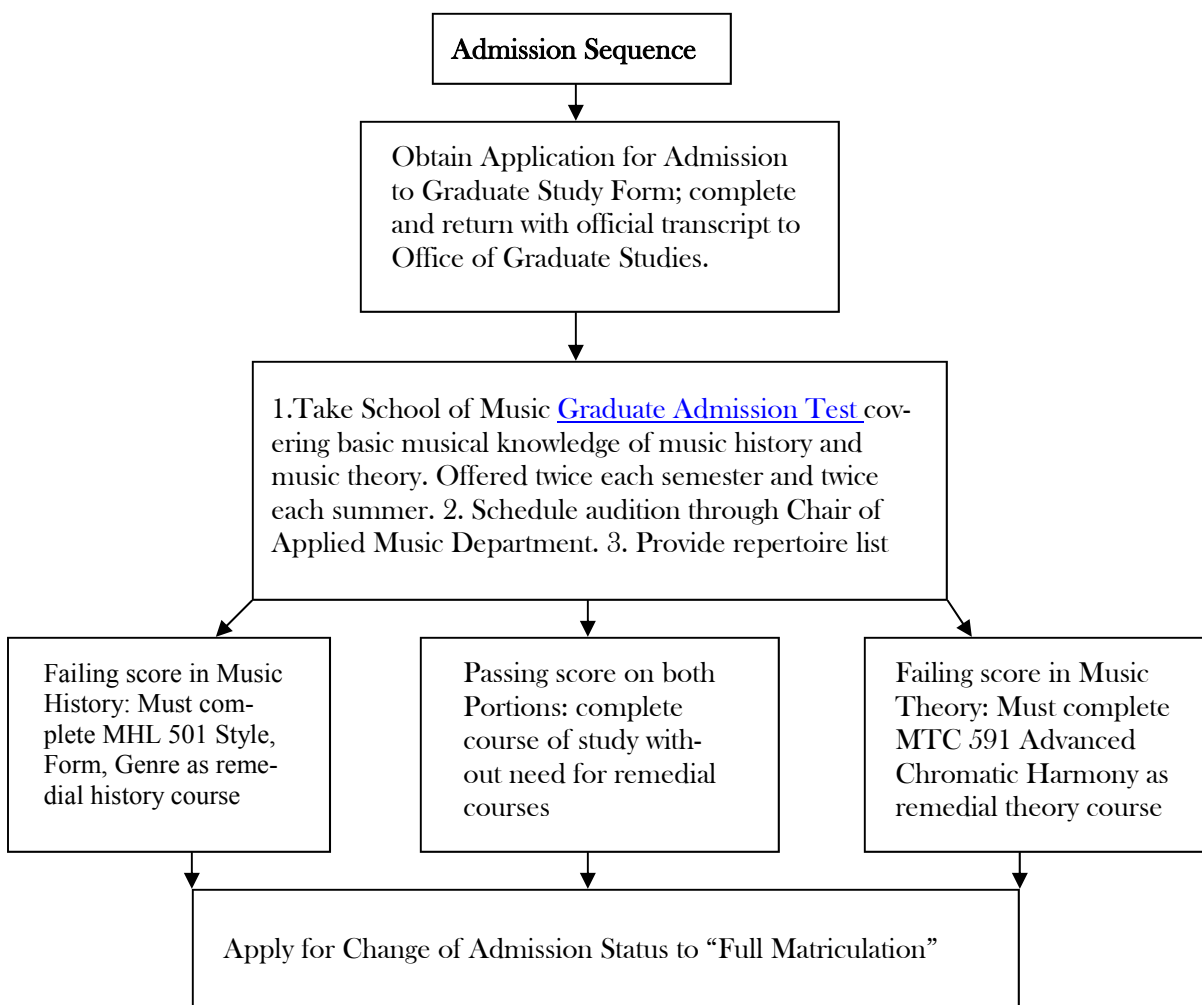


# MASTER OF MUSIC IN PERFORMANCE

## Organ

30 Semester Hours

The Master of Music in Performance—Organ is designed for those who can demonstrate appropriate performing ability and possess an appropriate undergraduate degree. If the degree is in an area other than the area of intended graduate study, no more than twelve hours of remediation will be required in organ-related studies.



<p><b>MM in Performance— Organ: page two</b></p>
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### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Declaration of a desired research option to the chairperson of the Applied Music Department and the Coordinator of Graduate Studies in Music

<p style="text-align: center;"><b>Procedures for Fulfilling Recital Requirement</b></p>
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**Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option  
 Register for appropriate sequence of applied lessons  
 Register for ORG 697 Recital  
 Arrange a jury to hear the recital program: either as part of jury examination in the semester prior to the scheduled recital or to a departmental committee at least one month prior to the scheduled recital  
 The results of the recital audition are then reported to the Graduate Coordinator  
 Four weeks before the recital, the student should submit to the secretary of the School of Music Graduate Division a typed copy of the recital program approved by the professor for ORG 697. Program notes provided by the performer should be submitted for approval in a final typed copy to the Graduate Coordinator at least two weeks before the recital date. If revisions are required, they should be made immediately

**Recital:**

Selections of compositions must be approved by the applied professor  
 Recital should be approximately fifty-five minutes and include at least forty minutes of solo works; may include no more than fifteen minutes of ensemble music.

**Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.  
 The candidate may be grade be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (ORG 697)  
 The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.  
 An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM in Performance—Organ: page three

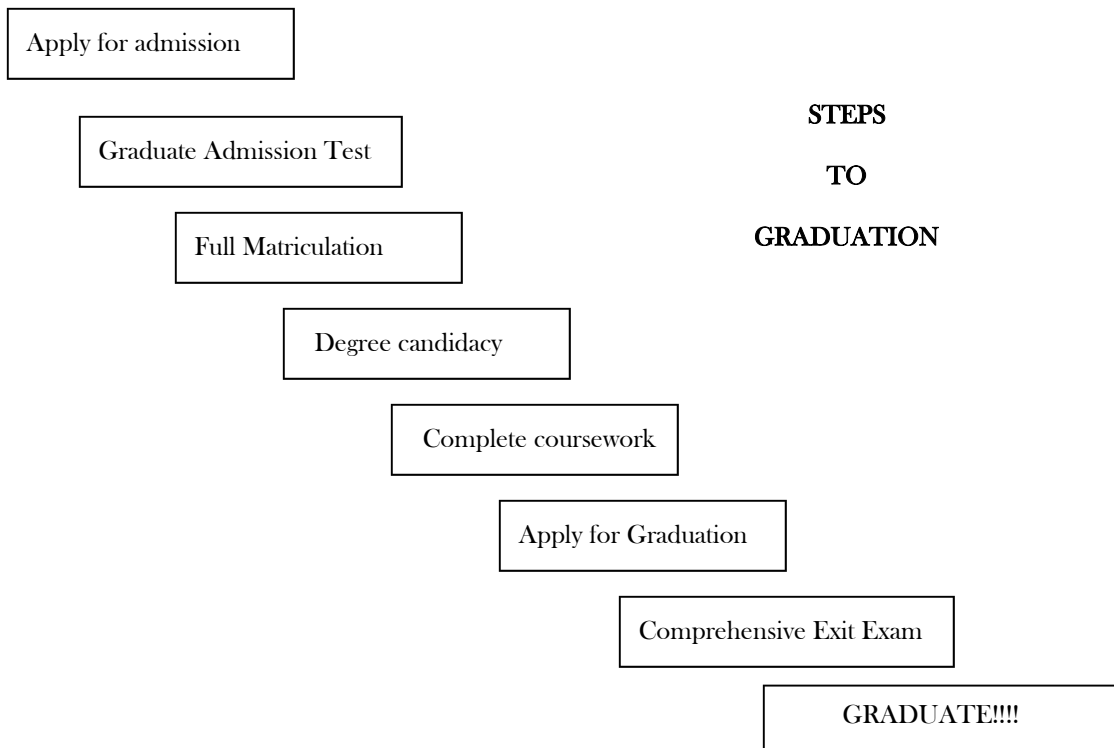
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work for the degree is completed and the candidate has made significant progress toward fulfillment of the recital component of the degree curriculum.
- The comprehensive examination is administered by the Department of Applied Music and it is the responsibility of the degree candidate to arrange for fulfillment of this requirement with the Chairperson of the Applied Music Department.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

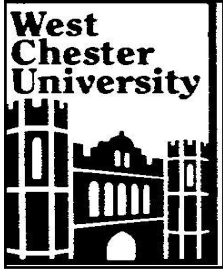
During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music in Performance (Vocal) have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Performance  
(Organ—30 hours)  
Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>21</b>	
Lessons: ORG 541 (3) Advanced Level Lessons ORG 542 (3) Advanced Level Lessons ORG 543 (3) Advanced Level Lessons Organ Literature: ORG 551 (3) Organ Literature I ORG 552 (3) Organ Literature II ORG 553 (3) Advanced Organ Pedagogy	<b>18</b>	
Concentration Electives selected from: ORG 561 (3) Accompanying (Organ) ORG 562 (3) Service Playing (Organ)	<b>3</b>	
<b>Free Electives</b>	<b>4</b>	
4 credits of any 500 level course(s) selected under advisement		
<b>Recital Component</b>	<b>2</b>	
ORG 697 (2) Recital		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

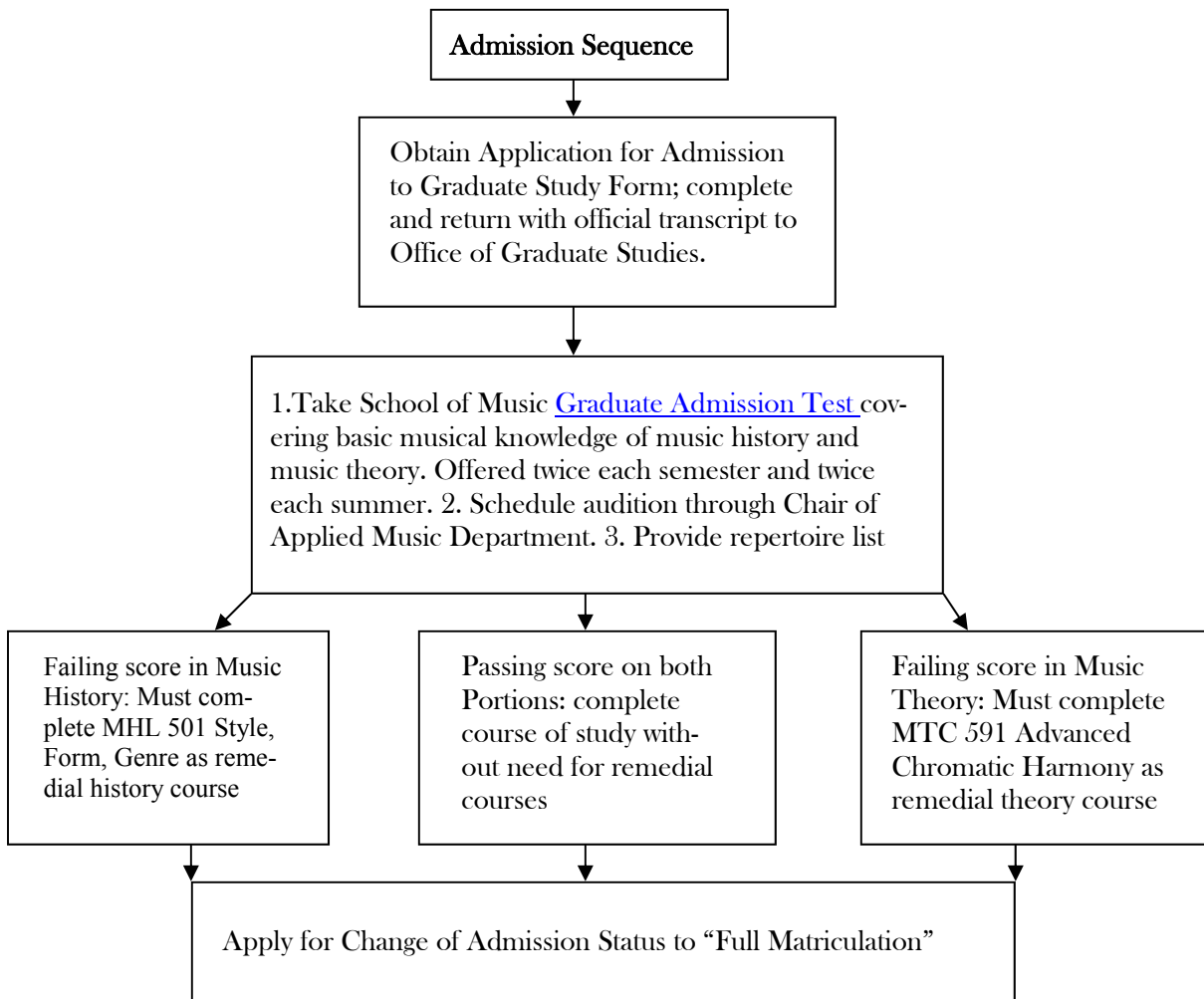


# MASTER OF MUSIC IN PERFORMANCE

## Piano, Harpsichord

### 30 Semester Hours

The Master of Music in Performance—Piano, Harpsichord designed for those who can demonstrate appropriate performing ability and possess an appropriate undergraduate degree. If the degree is in an area other than the area of intended graduate study, no more than twelve hours of remediation will be required in keyboard-related studies.



<p><b>MM in Performance— piano, harpsichord page two</b></p>
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### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Declaration of a desired research option to the chairperson of the Applied Music Department and the Coordinator of Graduate Studies in Music

<p><b>Procedures for Fulfilling Recital Requirement</b></p>
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**Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option  
 Register for appropriate sequence of applied lessons  
 Register for PIA/HAR 697 Recital  
 Arrange a jury to hear the recital program: either as part of jury examination in the semester prior to the scheduled recital or to a departmental committee at least one month prior to the scheduled recital  
 The results of the recital audition are then reported to the Graduate Coordinator  
 Four weeks before the recital, the student should submit to the secretary of the School of Music Graduate Division a typed copy of the recital program approved by the professor for PIA/HAR 697. Program notes provided by the performer should be submitted for approval in a final typed copy to the Graduate Coordinator at least two weeks before the recital date. If revisions are required, they should be made immediately

**Recital:**

Selections of compositions must be approved by the applied professor  
 Recital should be approximately fifty-five minutes and include at least forty minutes of solo works; may include no more than fifteen minutes of ensemble music.

**Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.  
 The candidate may be grade be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (PIA/HAR 697)  
 The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.  
 An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM in Performance—Piano, Harpsichord: page three

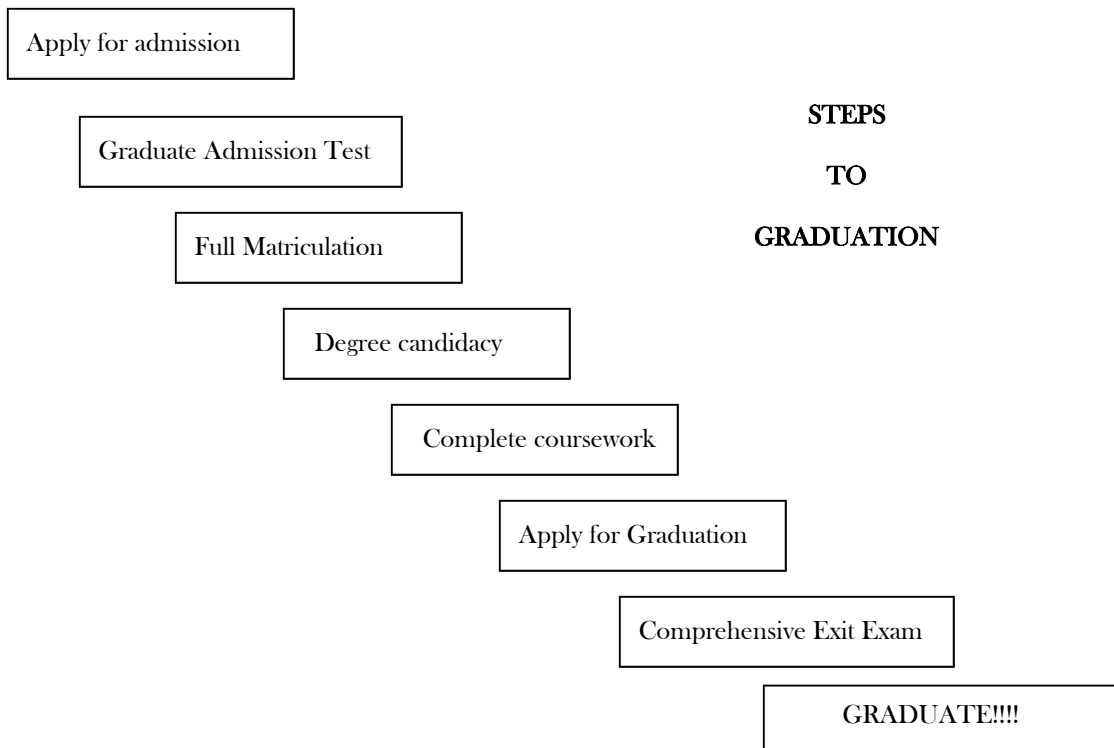
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work for the degree is completed and the candidate has made significant progress toward fulfillment of the recital component of the degree curriculum.
- The comprehensive examination is administered by the Department of Applied Music and it is the responsibility of the degree candidate to arrange for fulfillment of this requirement with the Chairperson of the Applied Music Department.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

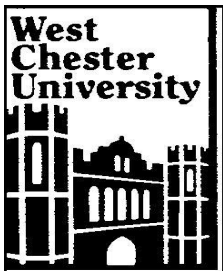
During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music in Performance (Vocal) have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Performance  
(Piano, Harpsichord—30 hours)  
Program of Study**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>Course/Semester taken</b>
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>18-21</b>	
Lessons: PIA/HAR 541 (3) Advanced Level Lessons PIA/HAR 542 (3) Advanced Level Lessons PIA/HAR 543 (3) Advanced Level Lessons Keyboard Literature selected from: PIA 623 (3) Baroque Keyboard Literature PIA 624 (3) Classical Piano Literature PIA 625 (3) Romantic Piano Literature PIA 626 (3) 20th Century Piano Literature ORG 551 (3) Organ Literature I ORG 552 (3) Organ Literature II	<b>18</b>	
Concentration Electives selected from: KEN 546 (2) Keyboard Ensemble MAK 552 (1-2) Master Class ORG 561 (3) Accompanying I ORG 562 (3) Service Playing PIA 572 (3) Accompanying: Vocal PIA 573 (3) Accompanying: Instrumental PIA 582 (4) Piano Pedagogy I PIA 583 (3) Special Topics in Piano Pedagogy	<b>3</b>	
<b>Free Electives</b>	<b>3-4</b>	
3-4 credits of any 500 level course(s) selected under advisement		
<b>Recital Component</b>	<b>2</b>	
PIA/HAR 697 (2) Recital		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

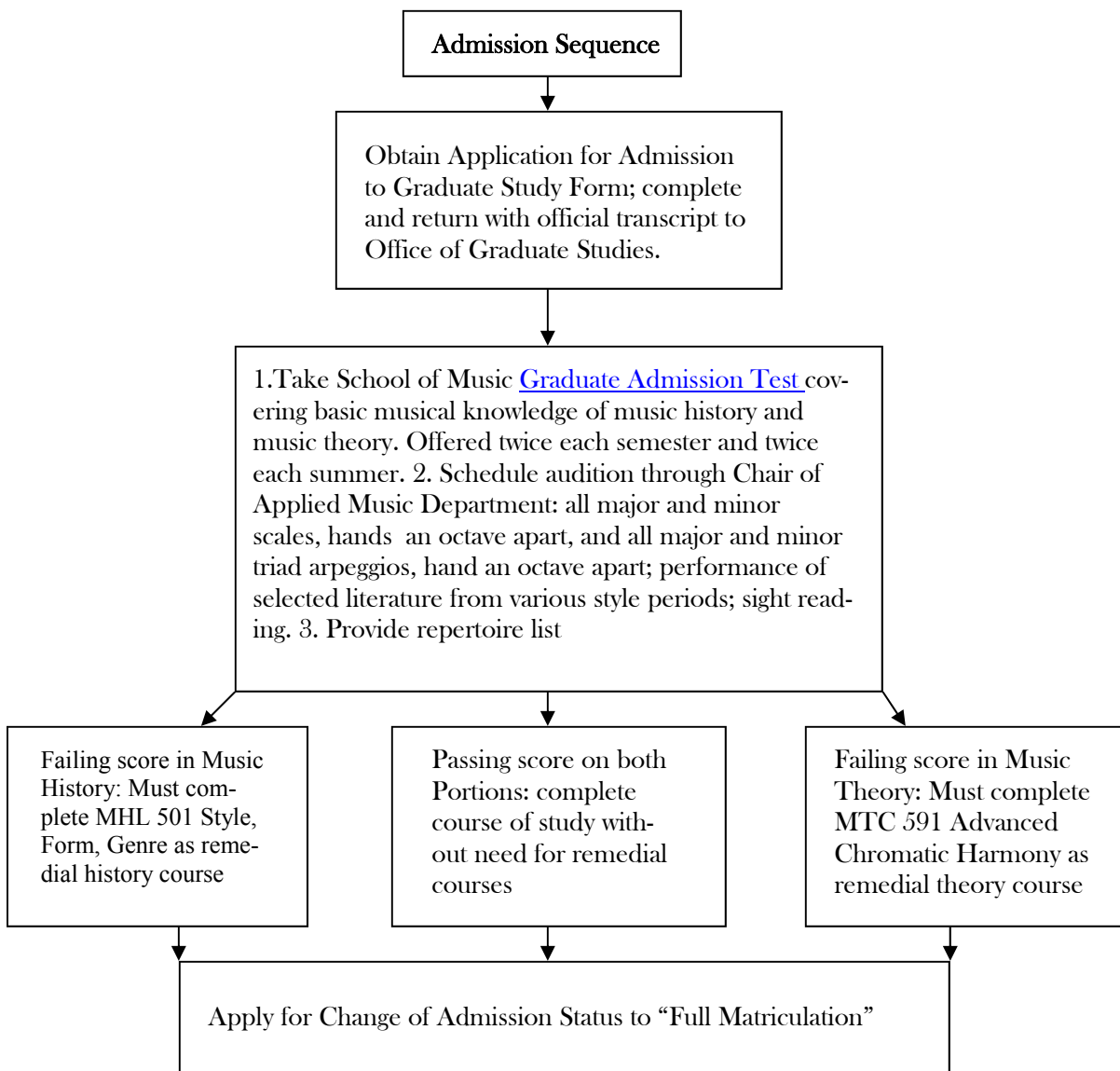


# MASTER OF MUSIC

## Piano Pedagogy

36 Semester Hours

The Master of Music in Piano Pedagogy is designed for those who can demonstrate appropriate performing ability and possess an appropriate undergraduate degree. Applicants without a degree in piano can be admitted to the piano pedagogy program only if they demonstrate equivalent background in piano and if no more than twelve credits of remediation would be required.



<p><b>MM in Piano Pedagogy: page two</b></p>
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### **Admission to Degree Candidacy**

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Declaration of a desired research option to the chairperson of the Applied Music Department and the Coordinator of Graduate Studies in Music

<p style="text-align: center;"><b>Procedures for Fulfilling Recital Requirement</b></p>
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**Pre-recital**

Schedule audition with chair of Applied Music Department  
 Submit written statement from Applied Music Chair granting permission to pursue performance option  
 Register for appropriate sequence of applied lessons  
 Register for PIA 695 Recital  
 Arrange a jury to hear the recital program one month prior to the scheduled recital  
 The results of the recital audition are then reported to the Graduate Coordinator  
 Four weeks before the recital, the student should submit to the secretary of the School of Music Graduate Division a typed copy of the recital program approved by the professor for PIA/ 695. Program notes provided by the performer should be submitted for approval in a final typed copy to the Graduate Coordinator at least two weeks before the recital date. If revisions are required, they should be made immediately

**Recital:**

Selections of compositions must be approved by the applied professor  
 Recital should be an hour in length and may be one or a mixture of the following formats: pedagogical pieces; lecture demonstrations; lecture recital; intermediate literature; concert literature; duet or two piano literature; literature limited to a particular period or technical problem. This requirement is included in PIA 589 and fulfillment of the recital requirement is signified by a passing grade in this course.

**Evaluation**

The performance examination shall be judged by a faculty committee appointed by the Chair of Applied Music Department.  
 The candidate may be grade be graded by each judge on a pass/fail basis if approved by the Applied Music Department. A passing grade is required from a majority of the committee to fulfill the performance requirement (PIA 695)  
 The recital shall be recorded on video/audio tape as a permanent record for the School of Music. This recording shall be housed in a repository area within the appropriate department.  
 An approved copy of the recital and program notes shall be submitted to the Coordinator of Graduate Studies for the School of Music Archives.

MM in Piano Pedagogy: page three

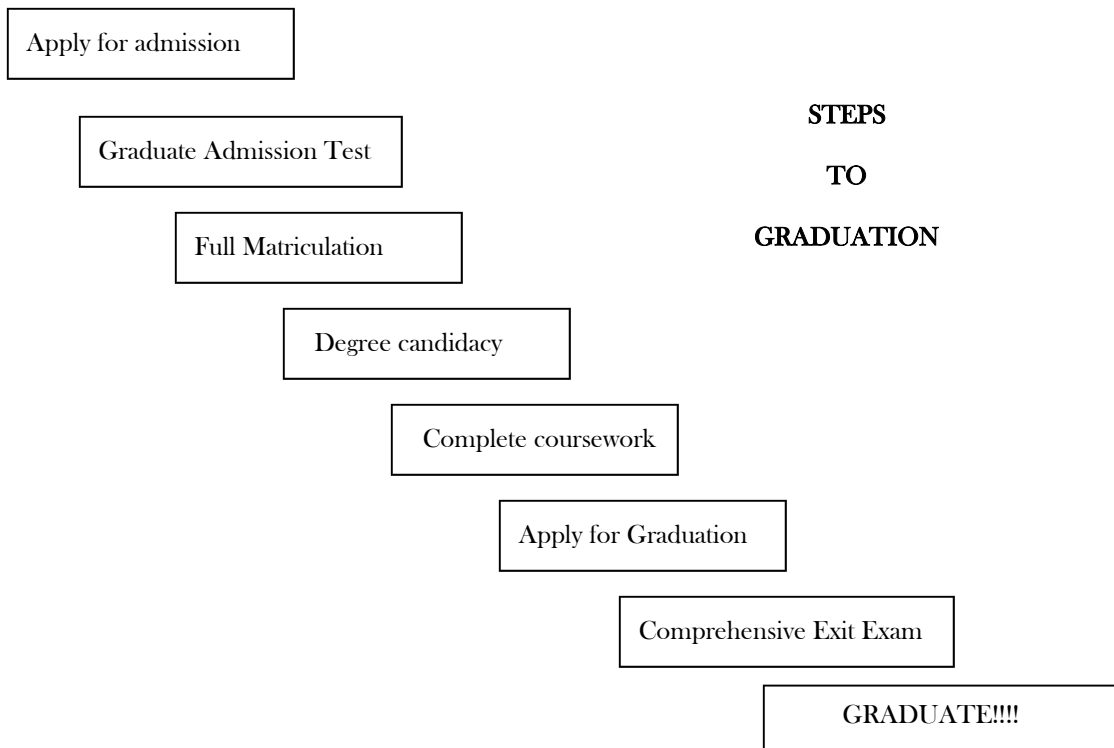
### Comprehensive Exit Examination

- The comprehensive exit examination should be taken after all course work for the degree is completed and the candidate has made significant progress toward fulfillment of the recital component of the degree curriculum.
- The comprehensive examination is administered by the Department of Applied Music and it is the responsibility of the degree candidate to arrange for fulfillment of this requirement with the Chairperson of the Applied Music Department.
- For a sample copy of the Comprehensive Exit Examination, see *Appendix*.

### Graduation

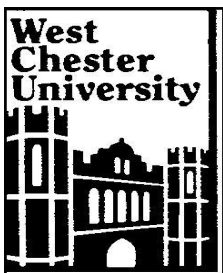
During the final semester of study, complete and submit the Intent to Graduate card to the Office of Graduate Studies. Submit appropriate fees as requested by the Office of Graduate Study.

Only after all requirement for the degree of master of Music in Music in Performance (Vocal) have been fully and completely satisfied will the student be cleared for graduation by the Coordinator of Graduate Studies in Music.



**M.M. in Piano Pedagogy  
( Program of Study)  
36 Hours**

PROGRAM REQUIREMENTS	CREDIT HOURS	Course/Semester taken
<b>Cognate Requirements</b>	<b>6</b>	
Music History	3	
Music Theory	3	
<b>Concentration: Required Courses</b>	<b>29</b>	
Lessons: PIA 578 (2) Lessons for Piano Pedagogy Students PIA 579 (2) Lessons for Piano Pedagogy Students PIA 588 (2) Lessons for Piano Pedagogy Students PIA 589 (2) Lessons for Piano Pedagogy Students Pedagogy: PIA 580 (4) Group Piano Pedagogy PIA 581 (4) Piano Pedagogy I PIA 582 (4) Piano Pedagogy II PIA 583 (3) Selected Topics in Piano Pedagogy	8     15	
Concentration Electives selected from: PIA 623 (3) Baroque Keyboard Literature PIA 624 (3) Classical Piano Literature PIA 625 (3) Romantic Piano Literature PIA 626 (3) 20th Century Piano Literature PIA 627 (3) The Piano Concerto	<b>6</b>	
<b>Recital Component</b>	<b>1</b>	
PIA 695 (1) Recital		
<b>Comprehensive Exit Exam</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>36</b>	



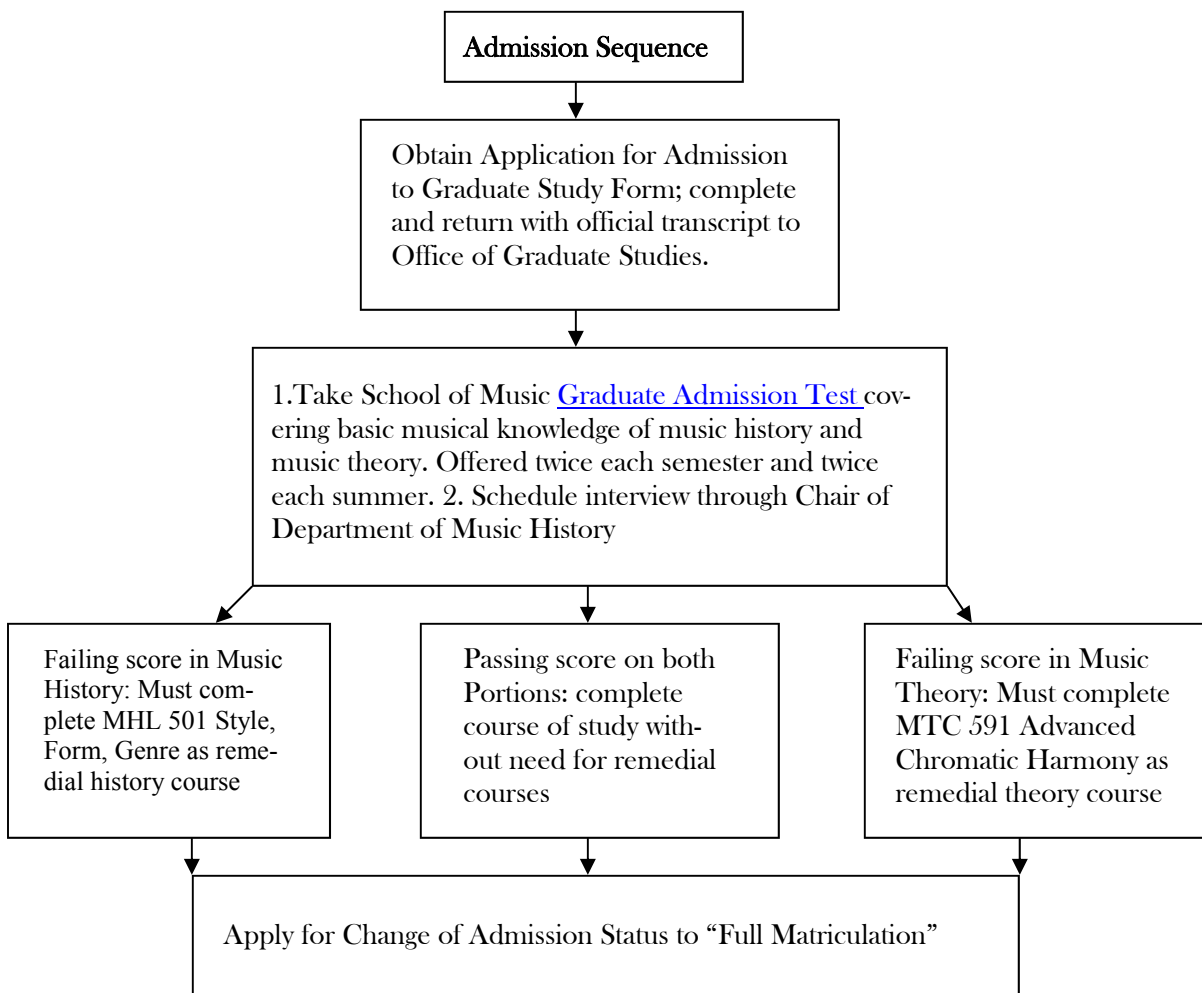
## MASTER OF ARTS IN MUSIC HISTORY

### Thesis or Non-Thesis Tracks

### 30 Semester Hours

This degree program is intended for students who (1) wish to continue their formal education working toward a doctoral degree in musicology, (2) desire to prepare themselves for a college-level teaching career in the area of music history and music appreciation, (3) do not necessarily intend to continue graduate work in music history, but desire more exposure to the repertory and literature of music from various historical periods, or (4) intend to pursue careers in closely related musical disciplines such as music editorship and publishing, music librarianship, music journalism and criticism, and music merchandising and marketing.

The M.A. degree in music history is designed in two different tracks: (1) with music thesis, and, (2) without music thesis. The student has the choice of which he or she would like to pursue, and should make this decision in consultation with the Chair of the department based on the student's career aspirations. Both tracks include 30 credits of graduate coursework.



<b>M.A. in Music History, Page Two</b>
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### Admission to Degree Candidacy

After the successful completion of twelve to fourteen credit hours of graduate course work (in addition to any required remediation), complete and file an “Application for Admission to Candidacy for the Degree” form with the Office of Graduate Studies. Before degree candidacy can be granted, the following conditions must be met:

- Achieve overall GPA of 3.00 and GPA of 3.00 in the music discipline
- Satisfactory completion of any required remediation
- Demonstrate a basic proficiency in one foreign language of his/her choice (preferably German, French, or Italian). This requirement may be met through evidence of sufficient undergraduate training in a foreign language or through a language reading examination which is administered through the Music History Department. The department is especially interested in the student having a reading knowledge of a foreign language to the point that this skill will provide access to articles in reference sources and basic research materials.

<b>Procedures for Fulfilling Thesis Requirement</b>
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<p><b>General:</b> Each student in the M.A. in Music History (Thesis Track) will be expected to complete a research project designed as a written thesis. A thesis in the Music History Department will involve original thought and—whenever possible—primary source materials. Thesis should demonstrate command of research and evaluation skills and techniques, organizational skills and fluency of writing style. A thesis will be of a sufficient scope and structure so as not to be confused with a research paper.</p>
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<p><b>Topic:</b> The topic of any thesis might fall into one of the following general types: (1) a musical edition, with substantial introduction, completed on a computer music-writing program (such as Finale), (2) a style-critical study devoted to a specific genre within the works of a particular composer or to an aspect of performance practice, (3) a study concentrating upon the role of music and musicians within a given social structure, (4) a translation of an important primary musical document, originally written in a language other than English, an analytical investigation of a particular formal technique or stylistic device within a defined repertory, or (6) an annotated bibliography project.</p>
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<p><b>Timeline:</b> After completion of course work requirements, one semester will be devoted to the development of an appropriate proposal in MHL 698 (3) Directed Research in Musicology. As part of this course, the student will develop, in consultation with the professor, a thesis proposal which will be submitted for approval to the entire faculty of the Department of Music History. After approval by the department, the student will register for MHL 699 (3) Thesis, and begin work on his/her paper.</p>
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<b>M.A. in Music History, Page Three</b>
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**Thesis Proposal:**

1. The proposal should be written in prose (3-5 pages) and include the following:
  - title page including proposed title of the thesis and including the name of the student
  - general description of the study
  - statement of the problem and/or justification of the need for the study
  - review of the general state of research on the subject or the general area of this subject
  - procedure to be followed in the study
  - proposed chapters in the thesis
  - identification of potential problems, hypothesis, and anticipated conclusions
  - selected and representative bibliography
2. The student's proposal will be presented by the sponsoring faculty member (thesis advisor) to the entire department
3. If the proposal is found to be in need of revision, it will be returned to the student and the revised version presented at the next meeting of the department. If the proposal is deemed acceptable, a committee will be appointed by the department chairperson in consultation with the thesis adviser.
4. When a thesis advisor and committee have been agreed upon and the proposal has been fully approved by the department, the student will be given permission to register for MHL 699.

**Thesis Committee:**

1. The thesis committee will consist of three or four members. In special situations, one member may be selected from outside the Music History Department as the nature of the topic may demand.
2. The thesis advisor will be selected by the department chairperson in consultation with the individual student and members of the committee will be decided upon by the department chairperson in consultation with the thesis advisor.
3. The thesis advisor will serve as the chairperson of the thesis committee and will be the single most important member of the committee with whom the candidate should work directly during the course of the thesis project. The thesis advisor must be an assigned member of the Music history Department.
4. Membership of the thesis committee must be approved by the Dean of Graduate and Continuing Studies.

**Work on the Thesis:**

1. The student will meet with his/her advisor the first day of the semester in which he/she is registered for MHL 699 in order to discuss the working arrangement to be followed during the semester, the expectations of each toward the other in working on the thesis, and the style, format, and when appropriate, word processing program to be used. The student should obtain a copy of the recommended style sheet from the chairperson of the department or the thesis committee.
2. The student will meet regularly with his/her advisor. The grade in MHL 699 is based on the finished project and will be assigned only after the student has successfully completed his/her thesis defense.
3. It is recommended that other members of the thesis committee be brought into the reading process as soon as possible and on a regular basis. When there are disagreements between any individual members of the thesis committee and the student or the advisor, a resolution may be attempted, but, if that is not possible, the thesis advisor will have the final approval in terms of content, format, and style.

**M.A. in Music History, Page Four****Completion of Thesis:**

1. The completion of the thesis will coincide with the end of the semester during which the student registered for MHL 699. If for some reason the student must continue beyond that semester, a grade of "NG" will be entered for MHL 699 and the student must re-enroll in the course the following semester.
2. When the thesis has been completed to the satisfaction of the thesis advisor and the members of the thesis committee, the student will secure the signatures of the members of his/her committee and submit the work to the Dean of Graduate and Continuing Studies.
3. When the thesis has been signed by the Graduate Dean, the student will collect the copies from the Office of Graduate and Continuing Studies and deliver them to the appropriate individual in the Francis Harvey Green Library to be bound. A fee for binding will be charged. (Check with Francis Harvey Green Library for current fee.)

**Thesis Defense:**

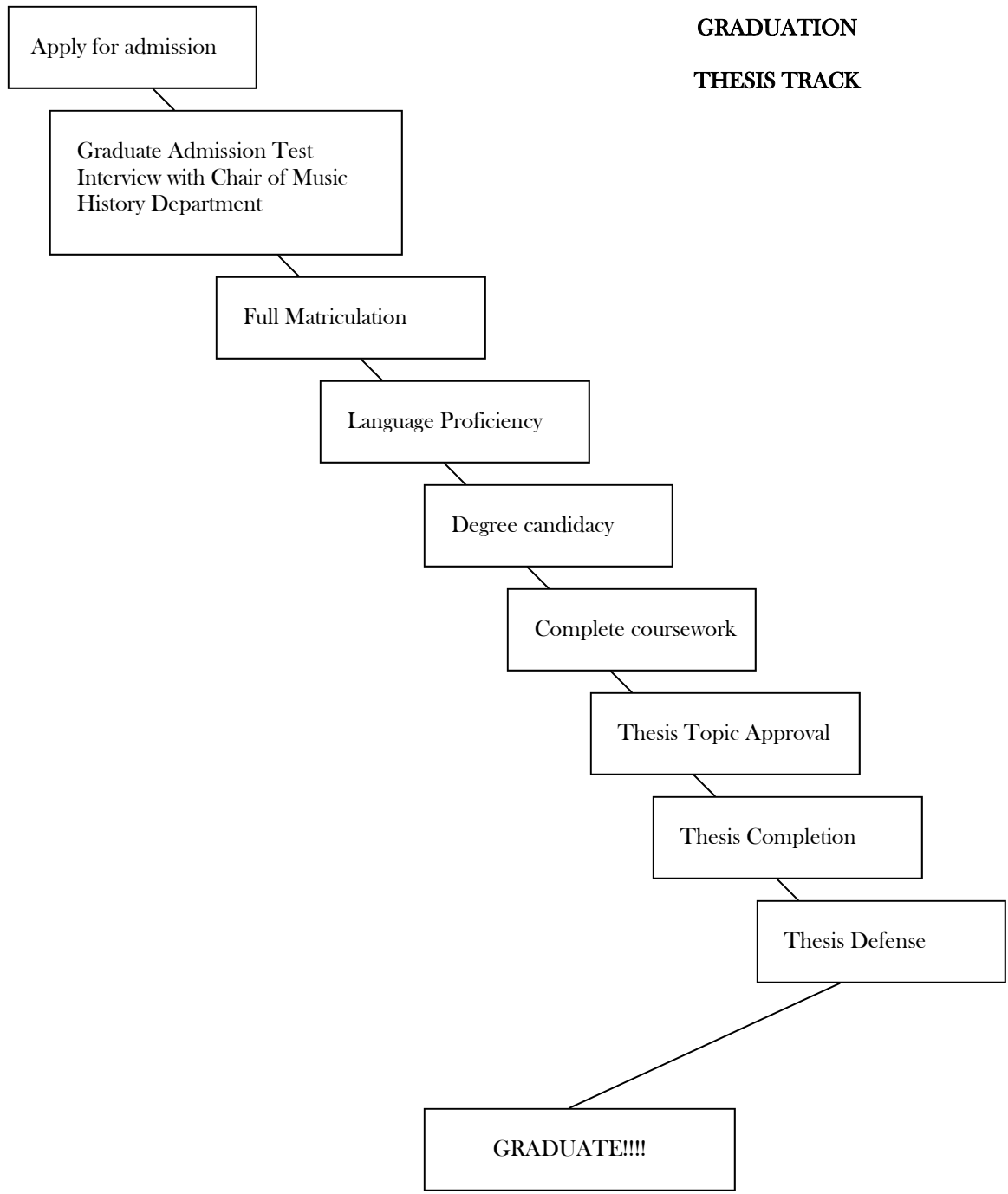
1. After approval by the Dean of Graduate and Continuing Studies, the chairperson of the thesis committee, in consultation with the department chairperson, will schedule a defense of the thesis. The date, time, and place of the defense will be posted on the Music History notice board.
2. The defense of the thesis will be considered the final comprehensive examination for the degree program. At the defense, the candidate will be asked questions concerning the thesis as well as related topics.
3. A complete copy of the student's thesis will be made available for members of the department to read at least one week prior to the date of the defense.
4. It is desirable that all members of the Music History Department be present at the defense.
5. It is the responsibility of the thesis chairperson to post announcements of the defense and to invite to the defense, the Graduate Dean, the Graduate Coordinator, the Dean of the School of Music, and any other interested parties in other departments.

**Graduation:**

Only after all requirements for the degree have been fully and completely satisfied will the student be cleared by the Graduate Coordinator in consultation with the Chairperson of the Music History Department.

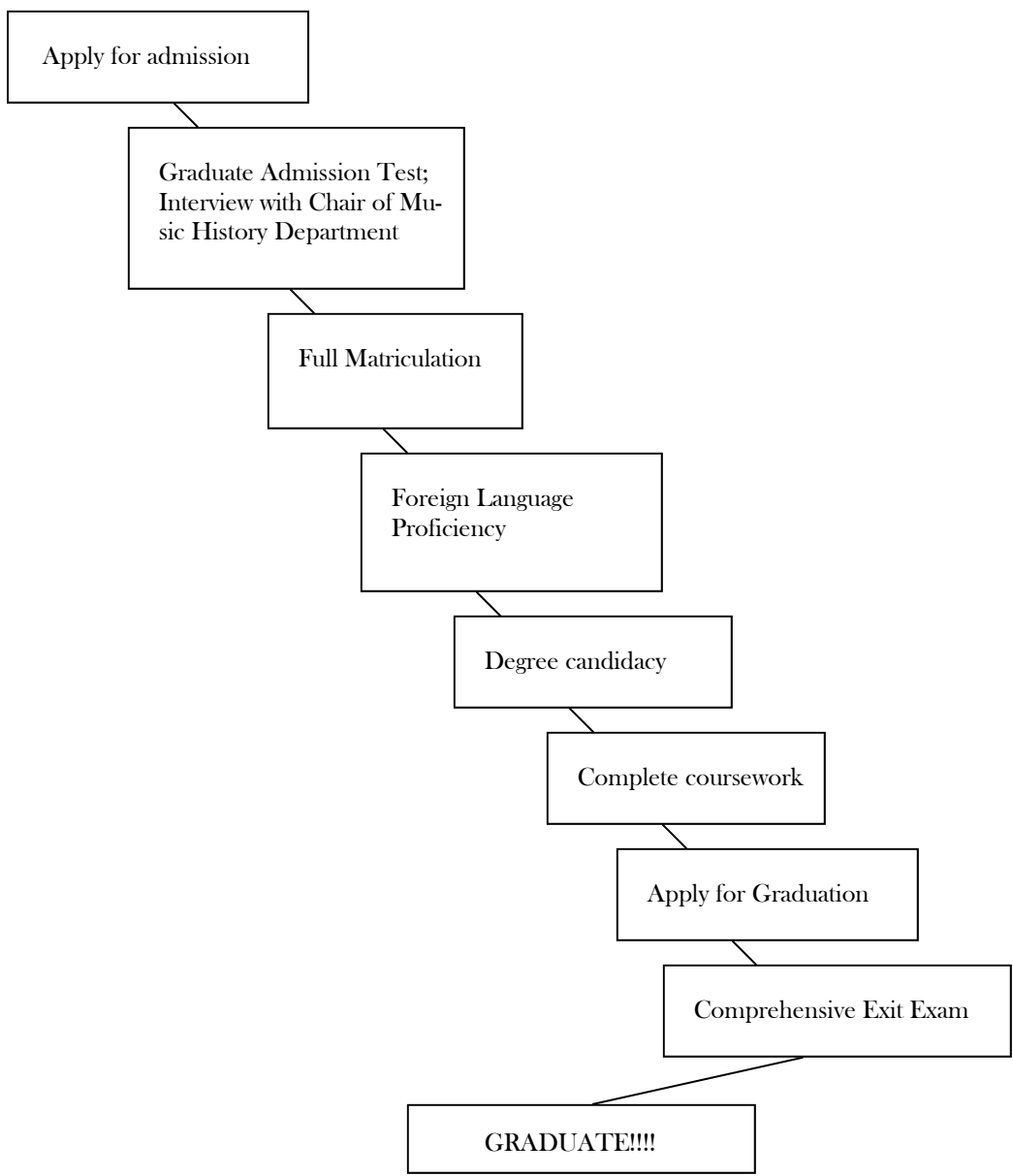
M.A. in Music History, Page Five

**STEPS  
TO  
GRADUATION  
THESIS TRACK**



M.A. in Music History, Page Six

STEPS  
TO  
GRADUATION  
NON-THESIS TRACK



**M.A. in Music History  
Thesis Track  
(30 Credit Hours)**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>COURSE/SEMESTER TAKEN</b>
<b>AREA OF CONCENTRATION</b> Five courses in Music History including one from Group 1 and one from Group 2	<b>15</b>	
<p><b>Group 1:</b> MHL 601 (3) Topics in Medieval and Renaissance Music MHL 601 (3) Topics in 17th and Early 18th-Century Music</p> <p><b>Group 2:</b> MHL 603 (3) Topics in Late 18th and Early 19th-Century Music MHL 604 (3) Topics in Music of the Late 19th Century to the Present</p>		
<b>FREE ELECTIVES</b> Selected under advisement	<b>9</b>	
<b>RESEARCH COMPONENT</b>	<b>6</b>	
MHL 698 (3) Directed Research in Musicology MHL 699 (3) Thesis		
<b>EXIT ORAL EXAMINATION (INCLUDING DEFENSE OF THESIS)</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

**M.A. in Music History  
Non-Thesis Track  
(30 Credit Hours)**

<b>PROGRAM REQUIREMENTS</b>	<b>CREDIT HOURS</b>	<b>COURSE/SEMESTER TAKEN</b>
<b>AREA OF CONCENTRATION</b> Six courses in Music History including one from Group 1 and one from Group 2	<b>18</b>	
<p><b>Group 1:</b> MHL 601 (3) Topics in Medieval and Renaissance Music MHL 601 (3) Topics in 17th and Early 18th-Century Music</p> <p><b>Group 2:</b> MHL 603 (3) Topics in Late 18th and Early 19th-Century Music MHL 604 (3) Topics in Music of the Late 19th Century to the Present</p>		
<b>FREE ELECTIVES</b> Selected under advisement	<b>12</b>	
<b>EXIT ORAL EXAMINATION</b>	<b>0</b>	
<b>TOTAL CREDITS</b>	<b>30</b>	

## SECTION VI:

### GRADUATE ASSISTANTSHIPS

A limited number of graduate assistantships are available to qualified students enrolled in graduate degree programs in the School of Music. Assistantships provide graduate students with a measure of financial support and opportunities to gain supervised experience within a concentration within music. In turn, the department involved benefits from the service provided by graduate assistants. Interested students should consult with their department chairperson, Coordinator of Graduate Studies for Music, or the Office of Graduate Studies and Sponsored research to determine the availability of assistantships and their own eligibility.

Full-time graduate assistants, in return for 20 hours of assigned duties per week, receive tuition remission and a stipend of \$5,000 for the academic year. Half-time assistantships involving 10 hours per week of assignments also are available that cover six credits of tuition remission and pay a stipend of \$2,500 for the academic year. Full-time graduate assistants are not allowed to hold other on-campus employment simultaneously. Part-time assistants may work on-campus a maximum of 10 hours per week in addition to holding an assistantship. Full-time assistantships may be granted for a maximum of up to four semesters. Half-time assistantships may be granted for up to eight semesters.

Students holding graduate assistantships who fail to maintain good academic standing (minimum GPA of 3.0) will have their assistantships revoked or will not have them renewed. This policy includes courses taken during summer sessions. Departments also may stipulate higher academic standards for maintaining assistantships.

#### Requirements

To be eligible to receive a graduate assistantship, the student must satisfy the following requirements:

1. Must be a fully matriculated, degree-seeking graduate student (Provisionally accepted students are not eligible unless the provisions are removed before the semester begins). Exceptions must be approved by the graduate dean.
2. Have a minimum cumulative GPA of 3.0 for current graduate students (if a graduating senior, the undergraduate GPA must be at least 2.75).
3. Must submit a statement of professional goals, three letters of recommendation (using the form provided by the Graduate Office), and the score for the GRE Revised Music Test.
4. Must have applied for a graduate assistantship by April 15 to be eligible for a fall semester assistantship, or by October 15 for a spring semester assistantship.

Graduate assistantships are awarded on the basis of the quality of the student's academic record, special skills and accomplishments, the ability of the applicant to fulfill the agreement of their appointment, and the special needs of the various departments within the School of Music. Applicants are not guaranteed an assistantship simply as a result of making application.

The Coordinator of Graduate Studies for Music will send departmental recommendations to the Dean of the Office of Graduate Study and Sponsored Research who will make the appointments. Successful applicants will be notified, in writing, by the Graduate Dean.

#### Assignment

Assignments are made by the department in which the assistantship is located. Each graduate assistant will be assigned to a faculty supervisor who will provide a written description of specific duties and responsibilities. At the end of each semester, the faculty supervisor will evaluate the work of the graduate assistant under his/her direction.

Graduate assistantships are considered binding working contracts. Students should be certain of their schedules prior to signing the contracts.

### Renewal of Graduate Assistantships

It is not necessary to refile an application for graduate assistantships each semester, but the student must notify the Graduate Coordinator of his/her wishes in writing as well as any significant changes in the assigned work schedule.

### Additional Financial Assistance

The Office of Financial Aid (610-436-2627) can provide additional information on student loans and grants.

## Music Education Graduate Assistant Duties

Required service: Full assistantships require 20 hours per week of service; half-assistantships require 10 hours per week of service. A schedule must be submitted to the MUE Chair and faculty no later than the end of the first week of classes..

Establish regular hours for the Music Education Resource Center (Swope 21A). Scheduled hours should include a mixture of daytime and evening hours to meet needs of students using the Music Education Resource Center.

Monitor and maintain educational equipment and materials in the Music Education Resource Center. This may include assisting in set up of technology equipment, cataloging texts, software, journals, and other resources, and related duties requested by Department Chair or designated faculty manager of MUE Resource Center.

Manage and maintain classroom instruments and other related equipment stored in the storage room entered through Swope 003 and/or stored in Swope 002 and Swope 003. Duties may include tuning and minor repair of instruments, checking out equipment to students, and assisting faculty to moving and setting up needed equipment and materials.

Provide appropriate tutorial assistance to students using the Music Education Resource Center.

Provide additional service and duties as periodically requested by MUE Chair and/or faculty.

**Graduate Assistant Duties and Responsibilities**  
**(May be revised by individual department at time of appointment)**

**INSTRUMENTAL MUSIC**

Graduate Assistant will provide ten hours of service to the Department with duties and responsibilities to be assigned from the following as per needs of the Department and the strengths and skills of the individual graduate student:

- Maintain open hours for Instrument Repair and Storage Room
- Assist with management and check out of instrument and equipment for Department
- Assist Instrument Repair Technician as directed
- Assist Department Chair with administrative duties as directed
- Other duties and responsibilities as per needs of the Department

**VOCAL MUSIC**

Graduate Assistant will provide ten hours of service to the Department with duties and responsibilities to be assigned from the following as per needs of the Department and the strengths and skills of the individual graduate student:

- Provide appropriate musical accompaniment for vocal students in lessons, recitals, and performances
- Provide appropriate musical accompaniment for vocal-choral master classes
- Provide appropriate musical accompaniment for selected vocal-choral ensembles
- Assist Department Chair with administrative duties as directed
- Other duties and responsibilities as per needs of Department

**KEYBOARD MUSIC**

Graduate Assistant will provide ten hours of service to the Department with duties and responsibilities to be assigned from the following as per needs of the Department and the strengths and skills of the individual graduate student:

- Maintain open hours for Keyboard Lab
  - Provide tutorial assistance for students using Keyboard Lab as necessary
  - Provide appropriate musical accompaniment for students as necessary
  - Assist Department Chair with administrative duties as directed
- Other duties and responsibilities as per needs of the department

## MUSIC HISTORY

Graduate Assistant will provide ten hours of service to the Department with duties and responsibilities to be assigned from the following as per needs of the Department and the strengths and skills of the individual graduate student:

1. Assist faculty with research activities as directed
2. Proctor examinations as directed
3. Provide tutorial services for students as necessary
4. Assist Department Chair with administrative duties as directed

Other duties and responsibilities as per needs of the Department

## MUSIC THEORY:

Graduate Assistant will provide ten hours of service to the Department with duties and responsibilities to be assigned from the following as per needs of the Department and the strengths and skills of the individual graduate student:

1. Maintain open hours for the Music Composition and Technology Lab
2. Assist with maintenance of laboratory assistance under faculty direction
3. Provide tutorial assistance for students using Lab as necessary
4. Assist Department Chair with administrative duties as directed
5. Other duties and responsibilities as per needs of the Department

**SECTION VII**  
**PROCEDURES FOR GRADUATION**

When a student is ready to graduate, he/she should have:

- full matriculated status
- successfully completed any required remediation
- been admitted to Degree Candidacy
- achieved a cumulative grade point average of 3.0
- satisfied all program requirements as specified by the School of Music
- successfully completed the research or recital component

The thesis must be turned over to the Graduate Coordinator in a complete and approved form one month before the date of commencement. The thesis must then be approved by the Dean of Graduate Studies and Sponsored Research. A copy of the "Guide to the Preparation of the Master's Thesis" may be obtained from departmental offices or the office of Graduate Studies and Sponsored Research.

- successfully completed the comprehensive examination

Arrangements for this examination are made through the chairperson of the appropriate department; written documentation of this requirement must be sent from the Coordinator of Graduate Studies in Music by the appropriate Chairperson.

Only courses that fall within a period of six years from the date of proposed graduation can be counted toward the degree. Before clearance for graduation can be accomplished, all grades of "NG" or "I" must be eliminated from the academic record. If the work for these courses is not completed before application for graduation, the "NG" or "I" is automatically converted by the Registrar to a grade of "F".

In order to complete the preparation for graduation procedure, all students must have submitted the following to the Office of Graduate Studies and Sponsored Research:

- Commencement packet*
- Letter of Intent to Graduate* for Graduate Coordinator
- payment of Graduation Fee (contact Office of Graduate Studies and Sponsored Research for current fee amount) in a check made payable to "Commencement Fund"
- Cap and Gown Order Form* and *Public Relations Publicity Form*

Deadlines dates for receipt of the above are:

February 1 for May Graduation  
June 1 for August Graduation  
October 1 for December Graduation

Clearance for graduation, signifying that all requirements have been met, will come from the Coordinator of Graduate Studies in Music. If, after applying for graduation and paying the graduation fee, the student is not given clearance to graduate because of some deficiency (grade of "I" or "NG" on record or failure to complete the recital, research report, or comprehensive examination), he/she is required to reapply for graduation and pay the reapplication fee (check with Office of Graduate Studies and Sponsored Research for current amount of this reapplication fee).

Commencement:

All graduating students are encouraged to attend commencement ceremonies. Although there is no official ceremony for students desiring August graduation, students graduating in August are invited to attend the following December's commencement ceremony and march with the December graduating students. Unlike students receiving bachelor's degrees who apply for August graduation and participate in the May commencement, students receiving graduate degrees who apply for August graduation participate in the December ceremony.

**SECTION VIII  
SAMPLE COMPREHENSIVE EXAMINATIONS**

**Master of Music in Music Education**

One of the most difficult responsibilities of an instructor is to present, justify, and evaluate the purpose and quality of musical instruction within the educational dimensions of a parochial/public academic system. The Music Education Department has designed the Master of Music in Music education degree to develop the candidate's awareness of contemporary ideologies and philosophies, eclectic methodologies and techniques while refining musical and performance skills as well as facilitating research and writing expertise. The "Comprehensive Examination" is an instrument for demonstrating the candidate's total comprehension and articulation of innovative concepts and procedures as they relate to the individual's specific teaching situation. Each examination will conclude with specific curricula of each candidate.

Requirements: The candidate shall prepare a written essay which will include:

1. A general music education philosophy of no more than two (2) paragraphs;
2. An elaboration of specific concepts and objectives required for each course taught currently by the candidate with the inclusion of syllabi (3) which can demonstrate the employment of innovative methodologies;

**OR**

If the candidate is not employed currently, the student will develop the above criteria for a hypothetical situation to be developed in conjunction with the student and the Music Education Department.

Evaluation: The essay will be evaluated by a committee of three (3) members of the Music Education Department and will be judged for clarity, content, and creativity.

Two weeks prior to the conclusion of the semester, the candidate must secure the proper materials from the chairperson of the department and return the examination during the week of final examinations.

### **For Master of Music in Keyboard Performance**

This will be an oral examination, approximately one hour in length, with demonstration at the keyboard when applicable. The examination committee will include two members of the piano faculty plus the student's private teacher. The student will provide a copy of his/her graduate recital program for each faculty member.

Questions will revolve around:

- literature presented by the student in recital
- content of keyboard courses taken toward the degree
- style and interpretation
- technical problems encountered and ways to their solution
- how to practice

Only one re-examination is possible. Decision is made by majority vote of the examination committee.

### **Master of Music in Vocal Performance**

#### I. Vocal Literature

A. Style characteristics of solo vocal music of Baroque, Classic, Romantic, and Contemporary periods.

B. Names of representative composers of solo literature of Baroque, Classic, Romantic, and Contemporary periods.

C. Names of representative solo literature and/or song cycles of the baroque, Classic, Romantic, and Contemporary periods.

#### II. Standard Reference Works Dealing With:

- A. Literal translations
- B. Interpretation
- C. Biography
- D. Diction/Pronunciation-Enunciation
- E. Literature listings

III. Pronunciation of song texts to be demonstrated by oral readings of selected material from the song repertoire covering:

- A. Italian
- B. German
- C. French
- D. English

#### IV. Written Examination

From the standard repertoire, build a recital program and defend choice of selections

### **Master of Music in Instrumental Performance**

#### I. Literature

- A. Composers and titles of major works in the solo repertoire for the candidate's instrument
- B. Composers and titles of major chamber pieces that include the candidate's instrument

C. Orchestral or band compositions with important solos for the candidate's instrument (where applicable)

II. Interpretation

Style characteristics encountered in the interpretation of music from different periods (articulation, ornamentation, vibrato, tempi, etc.)

III. General Subjects

A. Instrument makers

B. Instrument history

C. Renowned artists who play the candidate's instrument

D. Renowned chamber ensembles representing the candidate's instrument family (e.g. Canadian Brass, Curtis String Quartet, etc.)

E. Other subjects considered appropriate by the committee

**SECTION IX:  
Post Baccalaureate Teacher Certification  
Music Education**

Students may work toward either Level I or Level II Teacher Certification as a non-degree students. For complete information regarding this process, contact either:

J. Bryan Burton  
School of Music  
West Chester University  
West Chester, PA 19383  
610-436-2222  
jburton3@wcupa.edu

Or

Office of Teacher Certification  
Recitation Hall  
West Chester University  
West Chester, PA 19383  
610-436-2426

The information provided on the following pages outline the process for admission to this program for (1) students who hold an undergraduate degree in music, and (2) students who do not hold an undergraduate degree in music, and the courses required to qualify for certification in music K-12 in the Commonwealth of Pennsylvania. Each student's program will be unique as applications and transcripts are examined on an individual basis and an appropriate course of study designed.

**Post Baccalaureate Teacher Certification  
Music Education  
Students with a baccalaureate degree in a field of music other than music education**

Certification applicants holding baccalaureate degree in music, but not holding Pennsylvania Level I Teacher Certification or equivalent:

1. Complete Post Baccalaureate Certification Application
2. Submit application with official transcript to: Bryan Burton, School of Music, West Chester University, West Chester, PA 19383
3. Review of application and transcript(s)
4. Applied music assessment a. If < 6 semesters applied study in a major performance medium, applicant must take placement audition on major voice/instrument. Department will assign required applied instruction b. If 6+ semesters applied study in a major performance medium, no audition will be required
5. Course of Study designed based upon transcript review and audition (if required) and advisor assigned. A copy of this course checklist will be provided to the applicant and the Post Baccalaureate Teacher Certification Application forwarded to the School of Education
6. Complete Pre-Professional Sequence including: a. Fulfillment of PDE requirements for GPA, PRAXIS, and General Education courses (See below for current School of Education criteria for admission to Teacher Education Program) b. MUE Proficiency requirements (PQT) c. Legal requirements: PA Police Check PA Child Abuse Clearance, TB Test First Aid/Red Cross Certification
7. Near completion of (6), attend MUE Sophomore Meeting and complete required applications for admission to Teacher Education and Music Education. These forms <u>will not</u> be distributed except at a scheduled MUE Sophomore Meeting.
8. Complete remaining coursework and MUE Professional Sequence
9. Apply for PA Level I Certificate

**Criteria for Formal Admission to Teacher Education  
Fall 2003**

REQUIREMENT	Y	N
G.P.A. $\geq$ 2.8 on scale of 4.0		
Minimum 48 credits completed		
PRAXIS Reading Test (Code 10710) $\geq$ 172		
PRAXIS Writing Test (Code 20720) $\geq$ 173		
PRAXIS Math Test (Code 10730) $\geq$ 173		
3 credits college level English Composition		
3 credits college level English Literature		
6 credits college level Mathematics		
Departmental approval		

Statistics may be taken ONLY if taught by Mathematics Department or verified by Mathematics Department

Signed by Chair/Program Coordinator

**Post Baccalaureate Teacher Certification  
Music Education**

**Students without a baccalaureate degree in music**

Certification applicants holding neither a baccalaureate degree in music nor a Pennsylvania Level I Teacher Certificate or equivalent: Note, if the applicant has no undergraduate credits in music, he/she will be advised to contact the School of Music Undergraduate Coordinator and apply for admission to a “second bachelor’s” program.

1. Complete Post Baccalaureate Certification Application
2. Submit application with official transcript to Bryan Burton, School of Music, West Chester University, West Chester, PA 19383
3. Review of application and transcript(s)
4. Audition requirements: placement examinations a. Applied music assessment (1). If < 6 semesters applied study in a major performance medium, applicant must take placement audition on major voice/instrument. Department will assign required applied instruction (2). If 6+ semesters applied study in a major performance medium, no audition will be required b. Theory placement test—required if no previous university level theory c. Keyboard placement test—required if no previous university level keyboard credit d. Voice placement test—required if no previous university level voice credit
5. Course of Study designed based upon transcript review and audition (if required) and advisor assigned. A copy of this course checklist will be provided to the applicant and the Post Baccalaureate Teacher Certification Application forwarded to the School of Education
6. Complete Pre-Professional Sequence including a. Fulfillment of PDE requirements for GPA, PRAXIS, and General Education courses (See below for current School of Education criteria for admission to Teacher Education Program) b. MUE Proficiency requirements (PQT) c. Legal requirements: PA Police Check PA Child Abuse Clearance, TB Test First Aid/Red Cross Certification
7. Near completion of (6), attend MUE Sophomore Meeting and complete required applications for admission to Teacher Education and Music Education. These forms <u>will not</u> be distributed except at a scheduled MUE Sophomore Meeting.
8. Complete remaining coursework and MUE Professional Sequence
9. Apply for PA Level I Certificate

**Criteria for Formal Admission to Teacher Education  
Fall 2003**

REQUIREMENT	Y	N
G.P.A. $\geq$ 2.8 on scale of 4.0		
Minimum 48 credits completed		
PRAXIS Reading Test (Code 10710) $\geq$ 172		
PRAXIS Writing Test (Code 20720) $\geq$ 173		
PRAXIS Math Test (Code 10730) $\geq$ 173		
3 credits college level English Composition		
3 credits college level English Literature		
6 credits college level Mathematics		
Departmental approval		

Statistics may be taken ONLY if taught by Mathematics Department or verified by Mathematics Department

Signed by Chair/Program Coordinator

**POST-BACCALAUREATE TEACHER CERTIFICATION  
INSTRUMENTAL CHECKLIST**

These requirements are for student holding a baccalaureate degree in a field of music (performance, history, theory, etc.), but who do not hold a Pennsylvania Level I Certificate or the equivalent. Transcripts will be assessed and credit allowed for equivalent courses. Remaining requirements will become the student's Course of Study to be completed, along with other requirements including, but not restricted to: current Pennsylvania Department of Education certification requirements, current PRAXIS examination requirements, successful performance on all parts of WCU Professional Qualifying Examination, and legal documents (Pennsylvania Police Check, Pennsylvania Child Abuse Clearance, TB Test). Students who do not have 12 credits of private lessons in a major instrument must take a placement audition with the appropriate department. Students who do not hold a baccalaureate degree in a field of music are advised to contact Eugene Klein, Undergraduate Coordinator, School of Music, West Chester University, West Chester, PA 19383 for information on completion of a second undergraduate degree.

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Music courses:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 101	Dalcroze Eurythmics	0.5	
MUE 201	Seminar in Music Education	0.5	
MTC 112	Music Theory I	3	
MTC 114	Aural Activities I	2	
MTC 113	Music Theory II	3	
MTC 115	Aural Activities II	2	
MTC 212	Music Theory III	3	
MTC 214	Aural Activities III	2	
MHL 210	Music History I	3	
MHL 211	Music History II	3	
MHL 212	Music History III	3	
VOI 191	Voice Class	0.5	
VOI 192	Voice Class	0.5	
VOI 101	Studio Voice	1	
PIA 191	Piano Class	0.5	
PIA 192	Piano Class	0.5	
PIA 291	Piano Class	1	
PIA 292	Piano Class	1	
ABC 191	Brass Class	0.5	
APC 191	Percussion Class—Drums	0.5	
ASC 191	Violin/Viola Class	0.5	
AWC 191	Single Reed Class	0.5	
CHO---	Chorus	0.5	
CHO---	Chorus	0.5	
AIC 311	Instrumental Conducting I	2	

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Non-Music:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
EDF 100	School and Society	3	
EDP 250	Educational Psychology	3	
EDA 250	Inclusion in Music Education	3	
MAT---	Math	3	
MAT---	Math	3	
ENG---	English Composition	3	
ENG---	English Literature	3	

**COURSES THAT MAY BE TAKEN CONCURRENTLY WITH  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
AEB 101	Elementary Band	0.5	
AEO 101	Elementary Orchestra	0.5	
ABC 192 or 193	French Horn <u>or</u> Trombone Class	0.5	
APC 192	Percussion—Mallets	0.5	
AWC 192	Flute/Recorder Class	0.5	
AWC 193	Double Reed Class	0.5	
ASC 194 <u>or</u> 195 <u>or</u> 196	Cello or Bass or Guitar Class	0.5	
AIC 312	Instrumental Conducting II	2	
AJZ 365	Jazz Techniques	0.5	
MTC 213	Music Theory IV	3	
MTC 215	Aural Activities IV	2	

**PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Prior to entering Professional Music Education Sequence, each student must attend a Sophomore Meetings and complete the appropriate applications for admission to Teacher Education and Professional Music Education Sequence. In addition, specified PRAXIS Tests, PQT, PA Police Check, PA Child Abuse Clearance, and TB Test must be completed and submitted to the Coordinator of Field Experience and Student Teaching in the Music Education Department

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 331	Music Methods I	3	
MUE 332	Music Methods II	3	
MUE 333	Instrumental Methods	2	
MUE 431	Student Teaching I	6	
MUE 432	Student Teaching II	6	

**POST-BACCALAUREATE TEACHER CERTIFICATION  
VOCAL/CHORAL CHECKLIST**

These requirements are for student holding a baccalaureate degree in a field of music (performance, history, theory, etc.), but who do not hold a Pennsylvania Level I Certificate or the equivalent. Transcripts will be assessed and credit allowed for equivalent courses. Remaining requirements will become the student's Course program to be completed, along with other requirements including, but not restricted to: current general education course requirements, current PRAXIS examination requirements, successful performance on all parts of WCU Professional Qualifying Examination, and legal documents (Pennsylvania Police Check, Pennsylvania Child Abuse Clearance, TB Test). Students who do not have 12 credits of private lessons in a major voice must take a placement audition with the appropriate department. Students who do not hold a baccalaureate degree in a field of music are advised to contact Eugene Klein, Undergraduate Coordinator, School of Music, West Chester University, West Chester, PA 19383 for information on completion of a second undergraduate degree.

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Music Courses:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 101	Dalcroze Eurythmics	0.5	
MUE 201	Seminar in Music Education	0.5	
MTC 112	Music Theory I	3	
MTC 114	Aural Activities I	2	
MTC 113	Music Theory II	3	
MTC 115	Aural Activities II	2	
MTC 212	Music Theory III	3	
MTC 214	Aural Activities III	2	
MHL 210	Music History I	3	
MHL 211	Music History II	3	
MHL 212	Music History III	3	
PIA 191	Piano Class	0.5	
PIA 192	Piano Class	0.5	
PIA 102	Studio Piano	1	
PIA 201	Studio Piano	1	
ABC 191	Brass Class	0.5	
APC 191	Percussion Class—Drums	0.5	
ASC 191	Violin/Viola Class	0.5	
AWC 191	Single Reed Class	0.5	
CHO---	Chorus	0.5	
CHO---	Chorus	0.5	
VOC 311	Choral Conducting I	2	
VOC 135	Repertoire Class	0.5	

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Non-Music:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
EDF 100	School and Society	3	
EDP 250	Educational Psychology	3	
EDA 250	Inclusion in Music Education	3	
MAT---	Math		

**COURSES THAT MAY BE TAKEN CONCURRENTLY WITH  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
AEB 101	Elementary Band	0.5	
AEO 101	Elementary Orchestra	0.5	
ABC 192 or 193	French Horn <u>or</u> Trombone Class	0.5	
APC 192	Percussion—Mallets	0.5	
AWC 192	Flute/Recorder Class	0.5	
AWC 193	Double Reed Class	0.5	
ASC 194 <u>or</u> 195 <u>or</u> 196	Cello or Bass or Guitar Class	0.5	
VOC 312	Choral Conducting II	2	
MTC 213	Music Theory IV	3	
MTC 215	Aural Activities IV	2	

**PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Prior to entering Professional Music Education Sequence, each student must attend a Sophomore Meetings and complete the appropriate applications for admission to Teacher Education and Music Education Sequence. In addition, specified PRAXIS Tests, PQT, PA Police Check, PA Child Abuse Clearance, and TB Test must be completed and submitted to the Coordinator of Field Experience and Student Teaching in the Music Education Department

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 331	Music Methods I	3	
MUE 332	Music Methods II	3	
MUE 333	Instrumental Methods	2	
MUE 335	Choral Methods	2	
MUE 431	Student Teaching I	6	
MUE 432	Student Teaching II	6	

**POST-BACCALAUREATE TEACHER CERTIFICATION  
KEYBOARD CHECKLIST**

These requirements are for student holding a baccalaureate degree in a field of music (performance, history, theory, etc.), but who do not hold a Pennsylvania Level I Certificate or the equivalent. Transcripts will be assessed and credit allowed for equivalent courses. Remaining requirements will become the student's Course program to be completed, along with other requirements including, but not restricted to: current general education course requirements, current PRAXIS examination requirements, successful performance on all parts of WCU Professional Qualifying Examination, and legal documents (Pennsylvania Police Check, Pennsylvania Child Abuse Clearance, TB Test). Students who do not have 12 credits of private lessons in a major instrument must take a placement audition with the appropriate department. Students who do not hold a baccalaureate degree in a field of music are advised to contact Eugene Klein, Undergraduate Coordinator, School of Music, West Chester University, West Chester, PA 19383 for information on completion of a second undergraduate degree.

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Music Courses:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 101	Dalcroze Eurhythmics	0.5	
MUE 201	Seminar in Music Education	0.5	
MTC 112	Music Theory I	3	
MTC 114	Aural Activities I	2	
MTC 113	Music Theory II	3	
MTC 115	Aural Activities II	2	
MTC 212	Music Theory III	3	
MTC 214	Aural Activities III	2	
MHL 210	Music History I	3	
MHL 211	Music History II	3	
MHL 212	Music History III	3	
VOI 191	Voice Class	0.5	
VOI 192	Voice Class	0.5	
VOI 101	Studio Voice	1	
PIA 191	Piano Class	0.5	
PIA 192	Piano Class	0.5	
PIA 101	Studio Piano	1	
PIA 102	Studio Piano	1	
ABC 191	Brass Class	0.5	
APC 191	Percussion Class—Drums	0.5	
ASC 191	Violin/Viola Class	0.5	
AWC 191	Single Reed Class	0.5	
CHO---	Chorus	0.5	
CHO---	Chorus	0.5	
AIC 311	Instrumental Conducting I	2	

**COURSES TO BE COMPLETED PRIOR TO ENTERING  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Non-Music:

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
EDF 100	School and Society	3	
EDP 250	Educational Psychology	3	
EDA 250	Inclusion in Music Education	3	
MAT---	Math		

**COURSES THAT MAY BE TAKEN CONCURRENTLY WITH  
PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
AEB 101	Elementary Band	0.5	
AEO 101	Elementary Orchestra	0.5	
ABC 192 or 193	French Horn <u>or</u> Trombone Class	0.5	
APC 192	Percussion—Mallets	0.5	
AWC 192	Flute/Recorder Class	0.5	
AWC 193	Double Reed Class	0.5	
ASC 194 <u>or</u> 195 <u>or</u> 196	Cello or Bass or Guitar Class	0.5	
AIC 312	Instrumental Conducting II	2	
AJZ 365	Jazz Techniques	1	
MTC 213	Music Theory IV	3	
MTC 215	Aural Activities IV	2	

**PROFESSIONAL MUSIC EDUCATION SEQUENCE:**

Prior to entering Professional Music Education Sequence, each student must attend a Sophomore Meetings and complete the appropriate applications for admission to Teacher Education and Music Education Sequence. In addition, specified PRAXIS Tests, PQT, PA Police Check, PA Child Abuse Clearance, and TB Test must be completed and submitted to the Coordinator of Field Experience and Student Teaching in the Music Education Department

<b>COURSE #</b>	<b>COURSE NAME</b>	<b>CREDITS</b>	<b>ACCEPTED</b>
MUE 331	Music Methods I	3	
MUE 332	Music Methods II	3	
MUE 333	Instrumental Methods	2	
MUE 431	Student Teaching I	6	
MUE 432	Student Teaching II	6	