Note: This handbook is designed to address graduate student matters. The Undergraduate Handbook contains many policies relevant to graduate students and is available on the LHSOM website.
PROGRAM INFORMATION

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Graduate Diagnostic Placement Examination
These examinations are intended to aid the supervisory committee in determining the student’s background in music theory, aural skills, and music history so that the results may be used in making a study plan.

Entering graduate students take two examinations, one in music theory and another in music history and literature, to show baccalaureate-level competence. The exams are typically scheduled on the Saturday preceding the beginning of the Fall semester. It is the responsibility of the student to arrive on campus in time to take the placement exams.

Students must demonstrate such competency in both subject areas, either by passing the exam or taking specified remedial courses, before enrollment in any 500-level course of that particular subject area. Students who do not take the exams (for any reason) may not enroll in any 500-level subject areas covered by the placement examinations until the exams have been completed.

Study guides for the music theory and music history placement exams are available here:
Graduate Diagnostic Placement Examination Study Guides (Download PDF)

General Requirements for All Graduate Degrees in Music
• Most master’s degrees require a minimum of 30 hours beyond the bachelor’s degree. The Music Education and Piano Pedagogy degrees require 32.
• For all degree plans, at least 18 credits must be earned in courses numbered 500 or higher.
• At least one-third of the minimum total credit hours must be in an area of concentration, e.g., piano performance, music education, composition, etc.
• All courses listed on the student’s study plan must be passed with a grade of B or higher in order to satisfy the requirements for the graduate degree in music.
• An additional course in either music history (MusH) or music theory (MusC) must be part of the student’s study plan.
• A maximum of 6 semester hours in directed study and 3 semester hours in workshop or practicum are applicable toward the total credit hour requirement for the degree.
• No 400-level course may apply to a degree unless specifically included in the Study Plan.
• MusX 511 Bibliography and Research is a prerequisite to 500-level history courses.
• MusC 521 Musical Analysis is a prerequisite to 500-level theory courses.
• A full-time enrollment includes at least 9 credit hours. The maximum is 16 credits excluding audited courses.
• All graduate students must meet the annual enrollment standard of a minimum of 1 credit every 12 months.
• Active graduate students must enroll for at least one hour of graduate-level credit in any semester when university faculty or facility resources are being utilized. This is also true for any semester(s) in which the student is preparing a recital, conducting thesis research or taking the oral exam.
• All coursework applicable to a master’s degree must be completed within eight years immediately preceding the granting of the degree.

**Recital Information**
See the LHSOM recital website

**Dates and Deadlines**
The following dates and deadlines are particularly important:

- **Before end of first semester:** Complete "Appointment of Major Professor and Committee Form."
- **Before end of first semester:** Complete the Study Plan (Log into VandalWeb and open the Degree Audit program. Select the Planner tab. You will be entering information into the right-hand side, “Student Educational Planner”.)
- **Before end of first semester:** Meet with major professor to develop an appropriate schedule for the completion of all recitals, documents and/or thesis, whichever is appropriate for the specific degree plan.
- **December 1 (for fall graduation):** All thesis and document defenses must be completed by the end of the day.
- **Before end of penultimate semester:** apply for graduation
- **Beginning of recital semester:** Schedule your recital. Refer to current policy, complete the recital audition form by the appropriate date, and put your recital on the calendar as soon as you are eligible to do so.
- **At least two weeks before recital:** Complete your recital audition with all of your supervisory committee members in attendance.
- **Four weeks in advance of thesis or document defense:** copies of paper in final form due to all committee members
- **Ten days in advance of thesis defense:** Submit “Request of Proceed with Final Defense of Thesis/Dissertation” form (not applicable for document defenses)
• **May 1 (for spring graduation):** All thesis and document defenses must be completed by the end of the day.

• **Last day of dead week:** Thesis is complete and final form due in the Dean’s office of the College of Letters, Arts, and Social Sciences. Document in complete and final form due in the School of Music office.

• **Last day of exam week:** Thesis in complete and final form due in the College of Graduate Studies

**Oral Examinations**
Oral examinations are required for all master’s candidates. They must be completed no later than May 1 during the spring semester or December 1 in the fall semester. This exam focuses on the document or thesis that the candidate has prepared, but it may also cover other areas that the committee members deem appropriate. Following the exam, each committee member will vote to pass or fail the candidate. Majority rule will prevail.

The oral examinations, if failed, may be repeated once. The interval before the second attempt may not be less than three months or longer than one year. A student must be registered for at least one semester hour credit when the oral examinations are taken.

**Supervisory Committee & Study Plan**
The Supervisory Committee is responsible for the guidance and direction of the student’s graduate program. Each graduate student will have a major professor assigned by the Graduate Coordinator. Together, the major professor and the graduate student will nominate a supervisory committee to be chaired by the major professor. The supervisory committee, of which at least half are members of the graduate faculty, is constructed as outlined below.

**Performance majors** – major professor (chair), additional faculty member from education or similar performance interests, and a member of the academic music faculty (music education, music history and music theory)

**Piano Pedagogy and Performance Studies** – major professor (chair), additional faculty member from education or similar performance interests, and a member of the academic music faculty (music education, music history and music theory)

**Accompanying majors** – major professor (chair), additional faculty member from the keyboard area, and a member of the academic music faculty (music education, music history and music theory)

**Music Education** – major professor (chair), additional faculty member from education or similar performance interests, and a member of the academic music
facult (music education, music history and music theory) plus it is recommended that there be a fourth member who is a national-board-certified teacher

**Composition** – major professor (chair), additional faculty member from theory/composition, and an additional faculty member from outside the School of Music faculty

**History majors** – major professor (chair), additional faculty member from history, and an additional faculty member from outside the School of Music faculty

**Theses and Documents**
Both theses and documents, in final draft form, must be delivered in individual copies to all committee members at least four weeks prior to the oral exam. Once the orals are passed, theses are submitted to the College of Letters, Arts, and Social Science for approval one week before the published deadline for submission to the COGS. Documents, once approved by the committee, are submitted to the Music Office.

All students are strongly urged to consult with their major professors about the timeline recommended to ensure timely completion of the document or thesis.

For theses and documents, the School of Music uses the most recent edition of "A Manual for Writers of Research Papers, Theses, and Dissertations" by Kate L. Turabian (University of Chicago Press) as the standard reference work for issues of form and procedure for theses and documents in most areas of music.

**Music History**
The Music History degree plan requires a thesis. A thesis is an extended project in which the writer explores a unique subject resulting in new contributions to knowledge in a specific area. Theses must conform in all details of format with the guidelines in the "Graduate Handbook for Theses and Dissertations" published by the College of Graduate Studies.

**Composition**
The Composition degree plan requires a thesis. In this case, a large-scale original work satisfies the thesis requirement.

**Performance/Accompanying/Piano Pedagogy and Performance Studies**
*Note: These are considered “non-thesis” degrees for all students, regardless of the two options below.*

Students have two options:
- **A. Document Option:**
  A document is a written project, in the range of 25-30 pages long, which directly supports the final degree project, whether recital or composition.
The document should be of a depth that would be appropriate for publication in a professional journal.

B. Lecture-Recital Option
1) The lecture is to be presented by April 1 for spring graduation or by November 1 for fall graduation. It is the major professor’s responsibility to insure that the student is ready to make a professional presentation.
2) Students will schedule a date for their lecture by October 1 in the fall semester and by February 15 in the spring semester.
3) The date for the lecture must be selected so that all members of the student’s graduate committee can attend.
4) Students will schedule a date for their lecture by October 1 in the fall semester and by February 15 in the spring semester.
5) At least two weeks prior to the lecture, the student must provide a proposal abstract (100-200 words) with a title and bibliography (Humanities format, per Turabian or Chicago) to each member of their graduate committee.
6) Visitors may attend the lecture if space permits.
7) The format of the lecture will consist of a presentation of approximately 30 minutes after which the student’s graduate committee will excuse any visitors and proceed to conduct an oral comprehensive exam, the content of which is to cover the scope of the student’s graduate courses.
8) If there are significant deficiencies in the lecture presentation, the student’s graduate committee will identify them and give the student specific directions for correcting the deficiencies. Any deficiencies must be corrected by May 1 for spring graduation and December 1 for fall graduation.
9) Once the lecture has been successfully completed, the major professor will fill out a Completion of Non-thesis Requirement form and return it to the College of Graduate Studies by the end of the graduation semester.

Helpful Resources
- LHSOM
- College of Letters, Arts & Social Sciences
- College of Graduate Studies
- UI Catalog
- Course Schedule
- National Associate of Schools of Music (NASM)

Note: all graduate students are encouraged to consult the Undergraduate Handbook for general LHSOM policies and procedures that pertain to all students.
SPECIFIC DEGREE INFORMATION

Types of Degrees

Master of Arts (M.A.) degree
The Master of Arts degree is designed to prepare the student to pursue the Ph.D. The School of Music offers a concentration in music history.

Prerequisite: A baccalaureate degree in music (or equivalent) from an accredited institution is required. Students who lack this prerequisite may correct deficiencies by passing appropriate courses that will not be applicable toward the advanced degree.

Master of Music (M.M.) degree
The Master of Music degree is designed to meet the needs of professional performers, composers, and studio or school music teachers who wish to pursue the curriculum as a terminal professional program or to use it as a foundation for doctoral study. Areas of concentration are available in Music Education, Performance, Composition, Collaborative Piano, and Piano Pedagogy and Performance Studies.

Prerequisite: A baccalaureate degree in music (or equivalent) from an accredited institution is required. Students who lack this prerequisite may correct deficiencies by passing appropriate courses that will not be applicable toward the advanced degree.
Master of Arts: Music History  
(Thesis required)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires submission of examples of research and writing to demonstrate adequacy of background. Admission to this program is by permission of the Music History faculty.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 12-15 credits
- Courses are selected from the MusH 400-500 series in consultation with the major professor and supervisory committee (6-9 credits).
- Six credit hours of MusH courses are required if the optional supporting field is chosen, nine credit hours if not.

MusH 500 Master's Research and Thesis (6 credits):
- A reading competency in one foreign language is required and must be demonstrated before enrolling in MusH 500 Master's Research and Thesis.

Optional Supporting Field (0 or 6 credits)
The supporting field is to be in a field outside music. If this option is chosen, the subject matter must be appropriate and integral to the nature of the music history curriculum. Courses in this area will be selected in consultation with the major professor and the supervisory committee.

Electives – 3-6 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, with the required core courses, an additional course in music theory (MusC).
Master of Music: Collaborative Piano
(Non-thesis degree)

ADMISSION REQUIREMENTS
In addition to the College of Graduate Studies (COGS) requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists (solo, accompaniments, chamber music) as evidence of previous study. Students are expected to have either completed diction courses in English, Italian, French, and German at the undergraduate level, or to demonstrate proficiency in these languages and a functional knowledge of IPA. Otherwise, students are considered deficient and are expected to complete the undergraduate equivalent. These credits are not applicable to the graduate degree.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 15 credits
- MusA 524 Individual Instruction: Accompanying (8 credits)
- MusA 555 Performance Practices (1 credit)
- MusA 515 Accompanying (1 credit each, taken 4 times)
- MusA 565 Chamber Ensemble (1 credit each, taken twice)
- MusA 591 Recital (0 credits, taken 4 times)

(Note: Each enrollment in MusA 591 shall consist of a public recital as approved by the supervisory committee. Two of these recitals will involve vocal accompaniment and two will involve instrumental accompaniment. Among the four recitals, two should include chamber music. A document will be written and defended in conjunction with one enrollment of MusA 591.)

Electives – 6 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature (MusH) or music theory (MusC). Piano Repertoire and Piano Pedagogy/Materials and Vocal Literature are recommended.
Master of Music: Composition
(Thesis required)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires submission of three (3) recent original compositions. It is suggested that recordings to accompany the scores be submitted.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 12 credits
- MusC 525 Composition (6 credits)
- MusC 500 Master's Research and Thesis (6 credits)
- MusC 590 Recital (0 credit)
(Note: The thesis shall consist of an original, large scale composition. The recital shall consist of a public recital of original works as approved by the supervisory committee.)

Electives – 9 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature (MusH) or music theory (MusC).
Master of Music: Music Education
(Non-thesis degree)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires students provide references and to complete a supplementary information packet.

Students should show proof of passing the Praxis Music Content Exam#10113, in lieu of the theory and history diagnostic exams; and, students must also provide a minimum 5 minute video of music classroom teaching in the area of specialty in lieu of an audition.

COURSE REQUIREMENTS (30 credits)

Required Core – 3 credits
- MusH 504 Selected Topics in Music History (3 credits)

Required Major Courses – 27 credits
- MusT 511 Introduction to Research in Music Education (3 credits, online)
- MusT 509 Foundation of Music Education (3 credits, online)
- MusT 508 Psychology of Music (3 credits, online)
- MusT 512 Contemporary Trends in Music Education (3 credits, online)
- MusT 513 Assessment of Musical Behaviors (3 credits, online)
- MusT 514 Multicultural Music Education (3 credits, online)
- MusT 515 Music for Special Learners (3 credits, online)
- MusT 501 Seminar in Music Education (3 credits, online)
- MusT 510 Portfolio (1 credit, online, taken in first semester)
- MusT 560 Portfolio (2 credit, online, taken in last semester)
Master of Music: Orchestral Instrument Performance (Includes Guitar)
(Non-thesis degree)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists as evidence of previous study.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 14 credits
- MusA 534 Individual Instruction in major instrument (12 credits)
- MusA 5?? Ensemble (2 credits)
- MusA 591 Recital (0 credits, taken twice)

(Note: Each enrollment in MusA 591 shall consist of a public recital as approved by the supervisory committee. One of these enrollments should be a recital composed primarily of significant chamber music. A document will be written and defended in conjunction with one enrollment of MusA 591.)

Electives – 7 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature (MusH) or music theory (MusC).
**Master of Music: Piano Pedagogy and Performance Studies**  
(Non-thesis degree)

**ADMISSION REQUIREMENTS**

In addition to the Graduate School requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists as evidence of previous study.

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**COURSE REQUIREMENTS (32 credits)**

**Required Core – 9 credits**
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

**Required Major Courses (17 credits)**
- MusA 524 Individual Instruction: Piano (8 credits)
- MusA 591 Recital (0 credits)
- MusA 555 Performance Practices (1 credit)
- MusT 536 Pedagogy & Materials: Keyboard I (2 credits)
- MusT 537 Pedagogy & Materials: Keyboard II (2 credits)
- MusT 538 Practicum: Class Piano Teaching (2 credits)
- MusT 538 Practicum: Studio Teaching (2 credits)

(Notes: The recital shall, as approved by the supervisory committee, consist of at least three pieces, of contrasting style periods. Additionally, a 40-minute lecture-demonstration, which includes a comprehensive oral exam, on a topic related to piano pedagogy is required during the second year of study.)

**Two credits in any combination from: (2 credits)**
- MusA 515 Accompanying
- MusA 565 Chamber Ensemble

**Electives (3-4 credits)**
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature (MusH) or music theory (MusC). Piano Repertoire is recommended and should be taken for one semester if it is not included in the undergraduate transcript.
Master of Music: Choral Conducting
(Non-thesis degree)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists (solo, accompaniments, chamber music) as evidence of previous study. Students are expected to have either completed diction courses in English, Italian, French, and German at the undergraduate level, or to demonstrate proficiency in these languages and a functional knowledge of IPA. Otherwise, students are considered deficient and are expected to complete the undergraduate equivalent. These credits are not applicable to the graduate degree.

COURSE REQUIREMENTS (31 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 22 credits
- MusA 587 Advanced Conducting (4 semesters x 2 credits = 8 credits)
- MusH 556/557 Choral Literature I and II (2 semesters x 2 credits = 4 credits)
- MusA 516 Large Choral Ensemble (4 semesters x 1 credit = 4 credits)
- MusA 514 Voice (2 semesters X 1 credit = 2 credits)
- MusT 536 Voice Pedagogy and Materials (2 credits)
- MusA 514 Piano (2 credits)
- MusA 591 Conducting Recital/ Project (0 credits, taken twice)
Master of Music: Piano Performance
(Non-thesis degree)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists as evidence of previous study.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 15 credits
- MusA 534 Individual Instruction: Piano (12 credits)
- MusA 555 Performance Practices (1 credit)
- Two credits in any combination from:
  - MusA 515 Accompanying
  - MusA 565 Chamber Ensemble
  - MusA 591 Recital (0 credits, taken twice)
(Note: Each enrollment in MusA 591 shall consist of a public recital as approved by the supervisory committee. One of these enrollments should be a recital composed primarily of significant chamber music. A document will be written and defended in conjunction with one enrollment of MusA 591.)

Electives – 6 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature (MusH) or music theory (MusC). Piano Repertoire and Piano Pedagogy/Materials are recommended. If Piano Repertoire is not part of the undergraduate transcript, it should be taken for two semesters. If Piano Pedagogy/Materials is not part of the undergraduate transcript, it should be taken for at least one semester.
Master of Music: Voice Performance
(Non-thesis degree)

ADMISSION REQUIREMENTS

In addition to the Graduate School requirements, the School of Music requires an acceptable audition either in person or by taped performance, and submission of repertoire lists as evidence of previous study. The audition must demonstrate competence in the English, French, German, and Italian song literature. Selections should be of contrasting vocal line, dynamics, and language. The candidate should provide evidence of having performed an undergraduate public recital. The candidate should have satisfied the undergraduate requirement in voice repertoire, diction, vocal pedagogy, and foreign language, and is expected to be proficient in English, German, French, and Italian diction. Otherwise, students are considered deficient and are expected to complete the undergraduate equivalent. These credits are not applicable to the graduate degree.

COURSE REQUIREMENTS (30 credits)

Required Core – 9 credits
- MusC 521 Musical Analysis (3 credits)
- Choose one of the following:
  - MusH 504 Special Topics
  - MusH 510 History of Jazz
  - MusH 518 Classic and Romantic Music
  - MusH 519 Twentieth Century Music
  - MusH 520 World Music
- MusX 511 Bibliography and Research (3 credits)

Required Major Courses – 14 credits
- MusA 534 Individual Instruction: Voice (12 credits)
- MusA 580 Opera Workshop (2 credits)
- MusA 591 Recital (0 credits, taken twice)
(Note: Each enrollment in MusA 591 shall consist of a public recital as approved by the supervisory committee. One of these enrollments should be a recital composed primarily of chamber music or a major role in a major work. A document will be written and defended in conjunction with one enrollment of MusA 591.)

Electives – 7 credits
Electives are selected by the student in consultation with the supervisory committee. Selection must include, in addition to the required core courses, one course in either music history and literature.