

Tarleton State University

MUSIC MAJORS HANDBOOK

2011-2012

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INTRODUCTION

WELCOME TO THE MUSIC UNIT AT TARLETON!

This handbook provides some important information about Tarleton's music unit and its programs. Please read it carefully, and let the faculty know if you have any questions. As a fully accredited member of the National Association of Schools of Music (NASM), we are here to help you develop your talents and to provide you with an excellent music education. However, what you accomplish ultimately depends on your own efforts, so practice, and study hard!

MISSION STATEMENT

In keeping with Tarleton's vision of excellence, the music unit seeks to provide students a first-rate education in the art of music through an intensive and supportive environment. The faculty has an earnest commitment to teaching, values artistry and scholarship, and continually seeks ways to interact with and serve the needs of the university, the profession, and society.

VISION STATEMENT

The music program at Tarleton State University first and foremost provides excellence in the training of music educators. Our faculty is committed to the highest standards in course offerings for future teachers, as well as for scholars and performers.

GOALS OF THE MUSIC UNIT

The Music Unit strives to:

- provide a superior and comprehensive program in music.
- incorporate new technologies that enhance curricula and prepare students for the challenges of the twenty-first century.
- give every student considerable individual attention.
- encourage faculty development and creativity.
- foster an attitude of "giving back" to society and encourage students to become music advocates.

The Music Unit's objectives are to:

- develop musicianship and performance skills in all students.
- ensure that all students have a solid foundation in music history and theory, with opportunities for independent research.
- prepare students to teach music in public and private schools, grades K-12.
- provide students with the knowledge and skills that will support formal studies at the graduate level.
- integrate the uses of MIDI applications, ear-training and notation programs, musical databases, and other advances in music technology.
- maintain an open line of communication between faculty and students through regular dialogue and advising.
- provide career counseling for music students and alumni, and assist in job placement.
- provide faculty with the means to realize their talents and to improve pedagogical methods.
- instill in university students, regardless of their major field of study, an appreciation and basic understanding of a variety of music.
- assist public schools through clinics, workshops, and adjudication.
- sponsor cultural events and activities for the community and encourage students, faculty, and staff to participate in them.

DIRECTORY

FACULTY

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Greg Ball
Sondra Brudnak
Steve Chambers
Justin Cook
Michael Crawford
Solomon Cross
Teresa Davidian
Ronda Eldridge
Clayton Garrett
Kim Hagelstein
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Johnny Feagan, Technical Director
Lori LaRue, Operations Manager
Debbie Miller, Administrative Assistant II
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GOT A QUESTION?

If you have a question about:

Computer Labs in Fine Arts Center
TExES in Music
Honors Recital
Lockers in the Fine Arts Center
Theory Placement Exams
Percussion Practice Room Usage
Recital Attendance Records
Recital Rehearsals and Recordings
Room Reservations for Organizational Meetings
Student Recitals

Contact:

Dr. Rives, Dr. Johnson
Dr. Davidian
Mr. Chambers
Mr. Ball
Dr. Johnson
Dr. Westbrook
Ms. Miller
Mr. Feagan
Ms. LaRue
Mr. Ball

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC ADVISING

Because the music curriculum is highly structured, advising is not only necessary but also beneficial. Each semester, students must meet with their assigned advisor before registering for classes; the registration periods for each upcoming semester will be posted. Students should also meet regularly with their advisors as needed during the semester.

Academic Advising Services (Student Center, Room 13) is also available for advising needs, but all music majors should see their assigned departmental advisor each semester before registering for classes. A list of assigned advisors will be posted on the music bulletin board at the beginning of each long semester. Your advisor will help you with a variety of issues, such as:

- course schedules
- progress through the degree program
- choice of elective classes
- degree plans
- financial aid or scholarships
- career opportunities
- choice of graduate schools

STUDENT RETENTION

Tarleton's music faculty is serious about student retention, and we want to help you achieve your goals. In return, we ask you to assume responsibility for your own progress and ultimate success.

What works?

- Attending classes, lessons, and rehearsals regularly and on time.
- Completing all homework assignments carefully and on time.
- Having a positive attitude and a willingness to learn.
- Not panicking if you have a problem learning a new skill. You are not alone; in fact, everyone experiences difficulty at one time or another.

By taking the above steps, you will progress through Tarleton's music programs and will be prepared to meet any challenge you encounter.

ADMISSION AND ASSESSMENT REQUIREMENTS

Acceptance to Tarleton State University does not ensure admission into the music program. To be admitted to the music program, students must:

- Audition with the appropriate applied faculty member
- Take a music theory test (i.e., the music placement exam) prior to the beginning of the student's first academic term in music. Students who do not pass must take MUSC 213.
- Perform a successful jury for the music faculty at the end of first semester of applied lessons.
- Receive a grade of C or better in Music Theory I and Applied Lessons. If the final Theory I grade is not yet available at the time of the jury, admission to the program may be granted, contingent upon passing Theory I.

After acceptance into the music program, music majors will participate in academic and performance assessment during each semester of enrollment for retention as a Music Major. The minimum academic and performance standards follow:

- Music majors must maintain a grade of C or above in every music course that is required for their degree. Students not receiving at least a C in such courses will be allowed to repeat them once to achieve the minimum grade of C. Music majors must earn at least a grade of C during each semester of the music theory sequence to qualify for advancement.
- Music majors must pass all three areas of the proficiency examinations (piano, sight-singing, applied) by the end of their sixth semester. Should students subsequently choose a different primary instrument, they may have six semesters to pass the applied proficiency requirement for the new instrument.
- Music education majors must enroll in an appropriate ensemble continuously each semester of full-time enrollment status. The appropriate ensemble will be determined by the Director of Choirs or Director of Bands.

Students who do not meet these minimum academic and performance standards will no longer be able to continue their status as music majors and must declare a major in another area.

A student who has not yet been formally admitted to the program may continue to take lower level music courses as advised. He or she may reapply for admission to the music program after completing the necessary requirements. The faculty will review the student during the Sophomore Applied Proficiency and make one of the following recommendations concerning the student:

1. admittance into upper-level study in applied music
2. probation with re-application
3. dismissal from the music program

The student will be notified in writing of the results of the Sophomore Proficiency. No student will be allowed to perform a Junior Recital until successful completion of the Sophomore Proficiency.

MUSIC PROGRAM RE-ADMISSION APPLICATION PROCEDURES

Any student who has been advised that he/she may not continue in the Music degree program must see his/her assigned advisor to complete a revised degree plan (to change majors). The student may apply for re-admission to the program no sooner than two long semesters. During the two semesters, the student may enroll in lower-level music courses, but is required to earn a grade of B or better. The student may not enroll in upper-level music courses. The student may continue to try to pass proficiencies during the two long semesters in which he/she is out of the program. If the student has not met the proficiency requirements by the end of the two long semesters in which he/she is out of the program, further steps toward readmission will not be allowed.

To apply for re-admission, the student must meet the following criteria:

1. Show proof of withdrawal from the Music program by the declaration of another major verified by transcript.
2. Make written request to the Department Head addressing the reasons for the request and the strategies planned for successful completion of the degree in a timely manner.
3. Re-audition in the area of the applied major. The audition will be judged by the applied instructor, or another designated full-time faculty member if the applied instructor is an adjunct. The applied

instructor or designated faculty member may elect to invite other faculty members to attend the audition. The audition may be combined with a recital performance if the student has been notified that this performance constitutes his/her audition for re-admission to the music program.

A meeting will be scheduled with the student and the music faculty. The faculty will review all materials, interview the student, and make a recommendation to the Department Head regarding re-admittance to the degree program.

ACADEMIC APPEALS POLICY FOR THE DEPARTMENT OF FINE ARTS

Student academic appeals in the Department of Fine Arts shall follow the procedures listed below:

1. The student will appeal directly to the faculty member involved. If the student is not satisfied with the outcome of the appeal to the faculty member, then
2. The student will appeal directly to the department head. The appeal to the department head should be in writing. If the student is not satisfied with the outcome of the appeal to the department chair, then
3. The student will appeal to the Dean of the College of Liberal & Fine Arts. If the student is not satisfied with the outcome of the appeal to the Dean of the College of Liberal & Fine Arts, then
4. The student will appeal to the Vice President of Academic Affairs

TRANSFER STUDENTS

A. Course Transfer: In accordance with the Coordinating Board of Texas, Tarleton accepts the transfer of all lower-division courses in music. These courses consist of 27 to 35 semester credit hours:

Course	Number of Semesters	Semester Credit Hours
Ensemble	4	4
Applied Study	4	8
Theory/Aural Skills	4	12-16
Music Literature	1	3

B. Examinations:

- **Audition:** Entering music majors must audition for a member of Tarleton's music faculty on their major instrument or in voice before beginning classes.
- **Music Placement Examination:** All transferring students must take a Music Theory Placement Examination. It consists of a written section in the areas of theory and musicianship, as well as testing in the areas of sight singing, ear training, and keyboard skills. This exam is taken during the first semester at Tarleton. See Dr. Johnson to complete the necessary paperwork.
- **Admission Test:** All transferring students must pass qualifying exams (see Admission and Assessment Requirements above).
- **Proficiency Exams:** Students expecting to enter as junior transfers must pass the three proficiency exams before scheduling the junior recital. Consult your advisor regarding these requirements.

DEGREES

BACHELOR OF MUSIC DEGREE ALL-LEVEL CERTIFICATION OPTION

This degree program is designed to prepare students for successful careers in public music education. Graduates are certified (upon passing the TExES) to teach instrumental, vocal, and classroom music to elementary and/or secondary students.

The total length of the program (includes one semester of student teaching) is 4 1/2 years; however, many students take 5 years to complete this degree at Tarleton.

BACHELOR OF ARTS DEGREE IN MUSIC

This program balances studies in the performance, theory, and history of Western art music within a liberal arts context. Graduates have many career opportunities, as well as opportunities for studying music in combination with other subjects. The B.A. in music is thus a versatile degree.

MINOR IN MUSIC

A minor in Music is available for those students who wish to include 18 hours in the discipline. A suggested course of study is included in the Degree Requirements section of this document with flexibility for individual students.

DEGREE PLANS

Degree plans are to be completed by the student with his/her assigned advisor and filed with the Registrar's Office before 60 hours have been accumulated. Revisions of degree plans should be filed before taking a course that diverges from a degree plan to ensure the acceptance of the course by the university toward the degree. Revisions require the completion of the Course Substitution Form by your advisor.

CAPSTONE COURSE

Every student is required to register for the Capstone Course (MUSC 433). Music Education majors should register for this course the semester before student teaching. Music majors pursuing a BA degree should register for this course in their last semester of coursework.

The Capstone course is designed to be a culminating educational experience for the undergraduate student with the student's specific career plans in mind. Each student will work closely with his/her assigned advisor to choose a Capstone project but any faculty member can oversee the project. That choice should relate to the content of the project and the qualifications/expertise of the chosen faculty member.

Examples of appropriate projects are:

- a 50-minute solo recital
- a lecture recital
- an undergraduate thesis or research paper
- a study abroad project
- a curricular project
- other constructs deemed appropriate by student and advisor, as approved by the department head

The project must include a means to communicate the results of the project effectively at a professional entry level by a method appropriate to the discipline (means of presentation), such as:

- performance
- PowerPoint presentation
- demonstration
- lecture
- paper or project defense
- other means of presentation deemed appropriate by student and advisor, as approved by the department head

A requirement of this course will be for the student to produce a professional curriculum vitae or resume that can be updated and revised as his/her career advances. This document will be presented to the faculty at the time of the project presentation, or in the case of a senior recital, at the recital hearing.

Procedure for students electing to do a senior recital as their Capstone Project:

1. Student will fill out a Preliminary Project Approval Form
2. Student will follow procedures as indicated on the Senior Recital Checklist
3. Project form, program notes, Turnitin report (if requested by supervising faculty member), and resume will be presented to faculty at the recital hearing

Procedure for Capstone Project other than senior recital:

During the Semester **before** the student registers for the Capstone Course:

1. Student and advisor will discuss the Capstone project and select the supervising faculty member if other than the applied instructor. Topics must be mutually agreed upon by the student, advisor, and the supervising faculty member.
2. Student will fill out a Preliminary Project Approval Form (See Appendix).
3. The advisor will send the Project form to the music faculty for preliminary feedback and approval.
4. Student will reserve the date and time for presentation with the Operations Manager.

During the semester the student is registered for the Capstone project

1. Student will work with the supervising faculty member on his/her Capstone project.
2. Prior to the presentation of the project, in a forum similar to a recital hearing, the student will meet with the music faculty. The student will provide a detailed outline of his/her presentation and should be prepared to answer questions about the process and content. This meeting must occur at least one month prior to the final presentation.
3. Student will present the project (which may include video, audio, PowerPoint, etc.) to be scheduled for a quorum of faculty and the public (optional) on a weekday at noon or other approved time.
4. Student's resume will be presented to faculty at the presentation. Project papers (research paper, composition, or other documentation as required by the supervising faculty member) will also be due at this time.

Note: In the event that a project is a combination of recital/ lecture or recital/demonstration, the student will comply with senior recital procedures as indicated by his/her advisor and the resume will be presented at the recital hearing.

RECITALS

STUDENT AND STUDIO RECITALS

Each music major enrolled in a 2-credit hour applied lesson is required to perform in student and studio recitals as determined by the applied instructor. Student recitals involve public performances from any given applied area and take place in either the theater or auditorium. There are ten student recitals per semester. The studio recitals are specific to their applied area; generally held in the Choir or Band Hall, they are more private in nature, less formal and offer immediate feedback regarding the technical and musical quality of the performance.

The quality of the recital performances will help determine your grade for the semester. Failure to perform in the required recitals during the semester will result in an F or an incomplete at the discretion of the applied instructor.

RECITAL SIGN-UP

There are 10 recitals each semester scheduled on Tuesday's at 4:00. Sign-up sheets for each recital will be posted on the bulletin board inside Rm. 109.

There will be only 15 slots for each recital week. No extra spots will be added at the end of the semester; therefore, it is imperative that students carefully plan their performances for the semester since no make-up times will be permitted. If a performance is cancelled for any reason, students **may not** sign up to do that performance later in the semester.

When signing up for a recital, students must provide all the information on the sheet, including title of complete work, movement title, composer, performance medium, and accompanist name. Information must be legible.

APPROPRIATE DRESS FOR RECITAL APPEARANCES

Evening recitals and concerts are considered formal events, and performers must dress in formal attire. No exceptions are granted. Afternoon recitals are less formal, but performers should wear appropriate concert attire:

Men	Student Recital	slacks, dress shirt, and dress shoes
	Junior Recital	dress suit and shoes
	Senior Recital	formal attire (dress suit and shoes/tuxedo)
Women	Student Recital	dress or skirt and blouse and dress shoes
	Junior Recital	"after five" dress
	Senior Recital	formal attire

Any changes to the recital attire policy will be at the discretion of your applied instructor.

NOTE: Jeans and tennis shoes are not appropriate for anyone on stage for a recital, including accompanists or page turners. *If you are inappropriately attired, the recital coordinator may not allow you to perform.*

SCHEDULED RECITALS

Student Recitals: 4 p.m., Tuesdays, as scheduled.

Junior Recitals: Usually 4 p.m., Tuesdays and Thursdays, scheduled through the Operations Manager.

Senior Recitals: 7:30 p.m., on Fridays whenever possible, scheduled through the Operations Manager.

EXTRA PERFORMANCE RECITALS

Any music performance recital that is not required as a music major, including music organization recitals, will be treated as a non-departmental event in the Fine Arts Center requiring payment of rental charges. Students are encouraged to schedule extra recitals off campus, especially at the Langdon Center in Granbury.

JUNIOR AND SENIOR RECITALS

All music education majors must perform a junior recital. The senior recital is one option that may be chosen for the Capstone Course. For BA music majors, both recitals are optional with the exception of students pursuing the performance track (see Appendix A). BA students who are NOT following the performance track are encouraged to give recitals off campus (e.g., at a local church or the Langdon Center in Granbury). Recitals MAY be scheduled in the Fine Arts Center; however, priority is given to those students seeking the BA—performance track or the BM.

Junior recitals consist of 25 minutes of music and may be shared by two students. (Try to find someone else who wants to schedule a junior recital around the same time that you do as recital slots may be limited.)

Senior recitals consist of 50 minutes of music at the discretion of the applied instructor.

Following are the current policies regarding junior and senior recital performances:

1. All students, regardless of degree, must pass all three proficiency examinations— applied, piano and sight-singing—in order to perform a junior recital.
2. All students may present the junior recital only upon the recommendation of the applied instructor. The junior recital may be scheduled in the semester following the completion of the proficiency exams.
3. There will be no reception following junior recitals.
4. Prior to the senior recital, students must perform excerpts of the recital before the entire faculty. Students should be prepared to perform all of the works on the program, including ensembles. Failure of any or all members of an ensemble to appear does not exempt any selection even if the student must play his/her part alone. This hearing must occur at least one month prior to the recital date. The music faculty will determine a pass-fail grade based on the performance. Students are exempt from performing juries during the semester they perform the recital hearing.
5. For both junior and senior recitals, the music faculty will give the applied instructor a grade report based on the recital performance. The applied instructor will assign a final grade.
6. If a junior or senior recital date is postponed or canceled, it is the responsibility of the student to post signs on all applied instructors' doors, ensemble doors, and music bulletin board indicating the change and/or the new scheduled date. The student should also notify the Operations Manager of the change.

7. The music secretary will type all recital programs under the following conditions: 1) the applied instructor has first approved the program in the proper format; 2) the approved program is turned in at least two weeks prior to the recital.
8. Students will produce appropriate program notes as assigned by the applied instructor. Complete formatted program notes will be presented to the faculty at the Senior recital hearing along with a Turnitin.com report (if requested by supervising faculty member) (see Appendix for instructions).
9. All program notes must be turned in to the music secretary for photocopying at least one week before the recital. The music secretary will NOT type these for you.

Performance quality and repertoire are the primary concerns of the faculty. Any recital failing to meet the standards determined by the music faculty will not be accepted as fulfilling the degree requirement. Follow the "Junior and Senior Recital Checklist" below to be sure you fulfill all requirements for a successful recital. *It is your responsibility to see to it that all deadlines are met.*

Recording of junior and senior recitals is encouraged. Recital recordings will be \$20 per CD, per person. Fill out a Recital/Recording Request and submit it with payment to the Business Manager in Office 105E **at least one week prior to recital date**. A recording may not be possible if request and payment is not submitted **at least one week before the recital**.

HONORS RECITAL

The annual Honors Recital is designed to encourage and recognize outstanding achievement in the field of music performance. It is usually held toward the end of the spring semester. Music majors currently enrolled in major lessons in the Department of Fine Arts may audition for the Honors Recital, provided they have a minimum GPA of 3.0 in music and 2.75 overall. Three outside judges, in the areas of voice, piano, and instruments respectively, will select the students to perform. NOTE: Only performing Honors Recital participants are eligible to audition for the Center Stage Performance Scholar Award.

ACCOMPANIST FEES

Accompaniment track	\$3.00 each work Payable at time of recording
Student Recital accompaniment	\$20.00 each work \$20.00 each movement (multi-movement work) Payable before recital performance
Jury accompaniment	\$20.00 Payable before jury performance
NATS	\$40.00 fee Covers the performance at NATS only
Honors Recital Audition	\$20.00
Junior Recital	\$125.00 flat fee, regardless of number of pieces on program Payable before the recital performance, no later than the dress rehearsal This fee includes performance, dress rehearsal, and three outside rehearsals. Additional rehearsals are available at the rate of \$15.00 per hour.
Senior Recital	No fee when performed by staff accompanist Students must make arrangements with the staff accompanist in the semester preceding the recital.

Failure to provide the appropriate fee by the deadline will result in not having an accompanist for your performance and you will not be allowed to perform.

JUNIOR AND SENIOR RECITAL CHECKLIST

Planning

- Reserve the date and venue by the end of previous academic year. Go to Room 105F, pick up a Building Usage Request and choose a date in collaboration with the Operations Manager. This form must be signed by the department head, your applied instructor, and your accompanist before the date will be placed on the calendar. Turn in the form to the Operations Manager in 105F.
- Include indication of reception in reservation (Senior Recital only). Indicate how many tables you will need.
- Piano majors may request a specific instrument if available when reserving recital date.
- Select program four to six months before the recital date.
- Be sure a date has been set for the Faculty Hearing (Senior Recital) one month prior to recital date.
- Schedule rehearsals in the recital space with the Operations Manager.
- Schedule a tech rehearsal with the Operations Manager and the Technical Director
- Recital recording request form submitted one week before, with payment.
- Confirm recital date and tech rehearsal time with Center office after hearing (Senior Recital only).

Program and Program Notes

- Have applied instructor approve program format.
- Provide this approved copy to Music Secretary two weeks before recital.
- List composers' dates under their names.
- Be careful to show diacritical language markings.
- Applied instructor proofs the program and returns by five days before the recital.
- Programs are printed in the office.
- Programs are delivered to recital by house manager with required attendance register.
- Program notes: Performer researches the titles/composers as assigned by the applied instructor.
- Performer types and formats the program notes.
- If requested by supervising faculty member, program notes are submitted to Turnitin.com (see instructions in the Appendix)
- Program notes and Turnitin.com report are distributed to faculty at the Senior Recital Hearing.
- Performer provides the program notes to the music secretary at least one week before the recital.
- Office will duplicate and insert the actual notes you provide.

Dressing Rooms, Green Room

- Submit request to Operations Manager to reserve Dressing rooms, Green Room. On the day of the recital, you will have access to your dressing room and your performance space for as much of the afternoon as possible. If you wish to warm up on stage before your recital, please remember that it is our policy to open the house at 7:00 PM. You will need to be off stage before then.

Technical Requirements

- Technical setup must be confirmed with Technical Director at least two weeks in advance. No changes can be made to your technical or stage setup after this deadline. Please make sure that you ask for everything you need in advance.
- Recording fee must be paid at least one week in advance to the Business Manager.

Ushers

- Two ushers are necessary; the recitalist must obtain them.
- Ushers dress well; report to Lobby.
- Monitor doors during the recital.

Receptions - Senior Recital Only

- Receptions may be held in the lobby or gallery alcove, as available (reserve in advance).

- Student is responsible for setup, serving, and cleanup. Students must provide their own table linens (tables will be skirted, but without flat tablecloths), punch bowl, serving platters, etc. Students are also responsible for making sure that the reception area is cleaned up after the recital. If not, a cleaning fee will be charged. Remember, NO OPEN FLAMES (CANDLES, CHAFING DISHES, ETC.) ARE ALLOWED IN THE FINE ARTS BUILDING. NO EXCEPTIONS. NO RED PUNCH.
- Your applied instructor will supervise all aspects of the reception.

Guest Book

- If you use your own guest book, supply a copy to the office following the recital.

Publicity

- Flyers (up to 20 for juniors and 40 for seniors, size 8 1/2 x 11) may be copied from your original on the department copier. See the music secretary for more information.

Thank You

- Show your gratitude for help from other mortals by sending written thank you notes.

CERTIFICATION

ADMISSION TO THE TEACHER EDUCATION PROGRAM

Secondary and All-Level Certification

Students should apply for admission to the Teacher Education Program (TEP) during the first semester of the junior year while enrolled in EDU 3303: Professional Development I. Application deadlines are October 15 for the fall semester, February 15 for the spring semester, and June 15 for the summer. Formal admission to this program shall be a prerequisite to taking any professional development courses beyond EDU 3303.

Criteria for admission to the TEP can be found in the Tarleton Catalog. Look in the index under *Teacher Education Program*. Please read these pages carefully to make sure that you comply. To help you complete the TEP in a timely manner, a semester-by-semester academic plan is provided in Appendix A.

EDUCATION COURSE SEQUENCE

SEMESTER 1

EDU 320: Professional Development I (Understanding Learners). Prior to enrolling in this class, you must have completed 60 hours (not including any remedial classes).

PSY 303 (Educational Psychology) can either be taken with PD I or prior to taking PD I.

NOTE: During PD I, students will apply to the Teacher Education Program (TEP). You will not be allowed to move on without being admitted into the TEP. To be admitted into the TEP, you must have:

All TASP/THEA requirements; passing scores on the Accuplacer, Asset, or Compass will also be accepted.

- 2 Freshman English courses with a C or better
- 2 Sophomore English courses with a C or better
- COMS 101, 102, or 301 with a B or better
- PSY 303, PSY 220, or HS 300 with a C or better
- If RDG 351 has been taken, the grade must be a C or better. RDG 351 is not required for admission, but it is a prerequisite for PDIII.
- No grade lower than C on professional education work
- No grade lower than C in teaching fields
- Minimum GPA of 2.6 overall on the certificate plan, in professional development, and in teaching field
- Successful completion of departmental screening instrument. Your applied instructor will notify you when you are eligible for screening. See below for additional information.

These qualifications will be checked at the end of the semester in which the student applies. Therefore, a student can be working on these requirements during the semester they apply. Application due dates are Feb. 15, June 15, and October 15.

Prior to admission to the TEP, each student will be screened by a committee comprised of music faculty members to determine a candidate's appropriateness for all-level certification in music. This process is a state law under Rule §227.10—Admission Criteria of the Texas Administrative Code.

SEMESTER 2

EDU 330: PD II (Effective Instruction). The student must be admitted to the TEP to take this class.

During PD II, the student must attend mandatory meetings on how to apply to student teach. They must then apply to student teach by either Feb. 15 (Spring) or by Oct. 15 (Fall). Applications to student teach must be made the semester before they take PD III, which would be one year before they plan on student teaching.

SEMESTER 3

EDU 430: PD III (Application of Effective Teaching)

Students will do the field work for this class in their student teaching assignment. (This is why you had to apply to student teach during PD II.)

You cannot take a break between PD III and PD IV.

NOTE: This is usually the semester for the Capstone Course.

SEMESTER 4

EDU 435: PD IV

EDU 490: Practicum in Teaching

NOTE: This is the student teaching semester. Students are not allowed to take any other courses during this semester.

SCREENING PROCESS FOR TEACHER EDUCATION PROGRAM

In compliance with Rule §227.10—Admission Criteria of the Texas Administrative Code, the Department of Fine Arts at Tarleton State University provides a screening procedure and checklist (see Appendix) to determine a candidate's appropriateness for all-level certification in music.

Procedure

1. The name(s) of candidate will be sent to the Department Head, who will notify members of the Screening Committee.
2. The Screening Committee will consist of a minimum of three members of the music faculty who have taught the candidate in classes, but will include at least one elementary methods instructor, at least one secondary methods instructor, and the applied instructor.
3. The Department Head will provide a copy of the Fitness to Teach Checklist to the Screening Committee (see form in the Appendix).
4. The Screening Committee will have the option to meet as a group to evaluate a candidate and may schedule an interview with a candidate.
5. Each member of the Screening Committee will complete the Fitness to Teach Checklist in a timely manner and return the checklist to the Department Head.
6. The Screening Committee will reach one of three decisions:
 - a. *Fit to Teach*
 - b. *Needs Improvement* — a growth plan will be developed by the committee and agreed to by the candidate. The growth plan must be completed to the satisfaction of the committee at least two weeks before the end of the semester. The growth plan will be monitored by the applied instructor or a designated faculty member.
 - c. *Unfit to Teach*
7. The Department Head will communicate the results of the screening process to Education Preparation Services.
8. If necessary, the Department Head will coordinate the appeal from a candidate.

Appeal Process

A candidate can appeal the decision in writing through the Education Preparation Services to the Department Head of Fine Arts. The appeal process will occur in a manner similar to the department's Academic Appeals Policy.

TEACHING CERTIFICATION EXAMS

State law requires that all teacher certification candidates pass two tests, one in professional development and the other in content area (e.g., music). The purpose of these tests is to ensure that educators have the necessary academic content and professional knowledge to perform in Texas public schools. The test you will take is called the TExES EC-12 Music exam.

Test Scores. The passing score on the TExES exams is 240. Scores for all TExES exams are reported on a scale of 100 to 300. **ALL** parts of the exam must be passed to receive a passing score.

Testing Policy. You can only take one test per test administration; therefore, you cannot take both of your required exams at one test administration.

Test Dates. The registration deadlines and test dates for the TExES are posted on the bulletin board outside Rm. 105. They are also posted at <http://www.tarleton.edu/%7EEExcet/>. Faculty recommend that students take the TExES in music soon after all coursework is completed.

Preparing for the All-level Music Exam

Preparation for this exam is essential. It is important to pass all sections of the exam the first time.

- Download preparation manuals. Go to:
http://www.texas.ets.org/assets/pdf/testprep_manuals/177_musicec_12_55057_web.pdf
- Go over review materials on TMEA website: <http://www.tmea.org/divisions-regions/college/texas-review>
- (optional) Purchase *Pass the TExES Music EC-12* by Dr. Caia McCullar and Dr. David McCullar. The book costs \$39.98; to order, go to <http://www.passthetexas.com/books/music.htm>. You may also borrow a copy of the book from the Front Office.
- Consult Dr. Davidian to obtain additional study materials for the TExES in music.
- Schedule review sessions with Dr. Davidian.
- A practice test for the all-level music exam is available. Students are eligible to take the practice test if they have:
 1. been accepted into a Teacher Education Program at Tarleton.
 2. completed all music courses required by the BM with all-level certification degree.
 3. passed all three music proficiency examinations (i.e., applied, piano and sight singing).

Students must also fill out a [TExES Practice Test Approval Form \(MUSIC EC-12\)](#)

For more information about Teacher Certification:

[Teacher Education Program Information](#)
[Educator Certification Information](#)

OTHER POLICIES AND PROCEDURES

APPLIED LESSONS

As a music major, lessons are a primary focus of study. Music majors should enroll each semester in the appropriate level for these courses and take them very seriously. Typically, Freshman 131 - 132; Sophomore 231 - 232; Junior *331 - 332; and Senior 431 - 432.

*This course may not be taken until the Applied Proficiency has been passed.

Required practice times are determined by your applied instructor. *However, you are responsible for keeping an accurate record of daily practice, which will be submitted to your applied instructor during the weekly lesson.* Exceptions are granted at the discretion of your applied instructor. Use these practice records to track progress through the week; your teacher will also use them to determine the applied grade. Utilize the practice rooms in the Fine Arts Center for all of your practice time.

NOTE: A \$25.00 key deposit is required for use of the percussion and piano practice rooms. See your percussion or piano instructor to obtain authorization.

Your teacher will have a "Typical Plan of Study" for you when you attend your first lesson. This plan is a guide and is not intended to be an absolute methodology.

JURIES

All music majors enrolled in a 2-credit hour applied lesson on their principle instrument must perform before the music faculty at the end of each term. This appearance is the final exam for the individual instruction course in which they have been enrolled for the term. Exceptions to the jury requirement must be approved by the Department Head.

- Normally, juries are performed in the Choir Hall.
- Students must sign up for jury appointments beginning one week prior to the jury.
- Students who have performed junior or senior recitals during that semester may be exempt from performing juries at the discretion of the applied instructor.
- Students are exempt from performing juries during the semester they perform the senior recital hearing.
- Any student selected to perform on the Honors Recital will be exempt from juries during that spring semester. Exceptions to this policy would include students who are planning to do their Applied Proficiency or whose applied instructor requires that they perform the jury.
- Vocal students must prepare one piece of their choice and will be asked to perform from a short list of other pieces.
- Instrumental students will be asked to perform several scales.

ENSEMBLE REQUIREMENT

Our outstanding instrumental and vocal ensembles have received enthusiastic acclaim by audiences both at home and abroad. Various groups have performed with the Fort Worth Symphony and have traveled to destinations such as Austria, the Czech Republic, England, France, Italy, Ireland, and Switzerland. The ensembles listed below are the pride of Tarleton State University:

Choral ensembles: University Singers, Chamber Choir, Women's Ensemble, Musical Theatre

Instrumental ensembles: Texan Marching Band, Wind Ensemble, Concert Band, Jazz Ensemble I, Jazz Ensemble II, Percussion Ensemble, Woodwind Ensemble, Brass Ensemble, Piano Ensemble

- All music education majors and music performance majors must be enrolled in an appropriate ensemble throughout the baccalaureate program for a minimum of seven semesters.
- B.A. music majors can satisfy the ensemble requirement by completing four credit hours. NOTE: Be sure to enroll in two different 300- or 400-level ensemble courses (e.g., MUEN 301 and MUEN 401) so that you can also count them as upper course electives.
- Qualified students may participate in more than one ensemble per semester if they so choose. These extra ensemble credits may count as electives only. The music faculty encourages you to participate in a variety of ensembles so that you can experience and relate diverse musical styles.

Please contact the appropriate ensemble director for audition times and other information. Level and sections are found in the *Course Descriptions* of the Tarleton Catalog under *Music*.

PROFICIENCY EXAMINATIONS

All students, including transferring or re-entering students, must pass Tarleton's three music proficiency examinations: sight-singing, piano, and applied music (for each student's principle instrument only).

Students who choose a double instrumental track (e.g., piano and flute) must pass proficiencies required of both tracks. It is, however, acceptable to "double dip"; that is, to count items required on both proficiencies with only one performance.

Plan on fulfilling this degree requirement by the end of the sophomore year; you will not be able to schedule the junior recital until you pass all three exams.

NOTE: The junior recital may be scheduled in the semester following the completion of the examinations.

Music majors must pass all three areas of the proficiency examinations (piano, sight-singing, applied) by the end of their sixth semester. Students who do not pass by the end of their sixth semester will no longer be able to continue their status as music majors and must declare a major in another area. (See Admission Requirements)

How the Six Semesters are Counted

Non-transfer students: Normally, music majors take MUSC 213 during their first semester and MUSC 147 during their second semester. For students whose schedule varies from this, the semester that they take MUSC 147 for the first time will be counted as Semester #2 and all long semesters after that will continue toward the 6th semester deadline.

Transfer students: If the student enters Tarleton as a Junior with all lower-level theory courses completed, he/she will be allowed three long semesters to complete the proficiencies. If the student transfers in before completing the lower-level theory sequence, he/she will follow the same rule as a non-transfer student.

Sight-Singing Proficiency

For this exam, students must demonstrate the ability to sight-sing two melodies, one in major and the other in minor. To pass, students must score at least 90% on each melody. Both melodies must be sung with solfège syllables. Curwen hand signs are required. This exam is offered twice each long semester.

Piano Proficiency

All entering music majors whose primary instrument is not piano must take the Piano Skills Exam, which will be given during the first week of classes.

After having taken the Piano Skills Exam, students may need remedial instruction in order to demonstrate proficiency. These students have the opportunity to enroll in Class Piano (MUSC 151, 152, 161, and/or 162) until the proficiency exam is passed. These four courses, however, do not count toward graduation, nor are they required.

It should be stressed that students are not required to enroll in any piano course, be it class piano or applied lessons. Rather, these courses are available to prepare you for the Piano Proficiency Examination and to assist in developing basic keyboard skills. If students wish to study piano off campus, the faculty can help you find a suitable teacher.

The requirements are:

Vocal/Choral Track

- Group I: Prepared Harmonization in D Major
Harmonize Elementary Level Melody at Sight
Harmonize Elementary Level Melody at Sight
- Group II: Prepared Elementary Accompaniment
4-part hymn
- Group III: Prepared solo piece from memory, selected from:
Minuet, Krieger
Minuet, Mozart
German Dance, Beethoven
Allegro, Shytte
Minuet, Leopold Mozart
- Group IV: Prepared 3-part open score
Prepared 4-part open score
- Group V: Open Score (read 3 parts of a 4-part score at sight)
Accompaniment to *Vittoria, mio core*
- Group VI: Major Scales (one octave) and Chords: I IV I V V7 I
- Group VII: Minor Scales (one octave) and Chords: I IV I V V7 I

Instrumental Track

- Group I: Harmonize Elementary Level Melody at Sight
Harmonize Elementary Level Melody at Sight
- Group II: Harmonize Elementary Level Melody at Sight
Harmonize Elementary Level Melody at Sight
- Group III: Jazz voicing of 12-bar blues in F Major
Jazz voicing of 12-bar blues in B-flat Major
- Group IV: Prepared piano solo
Prepared piano solo
- Group V: Memorized piano solo
Sight read piano solo, to be selected from the following repertoire:
Minuet, Krieger
Minuet, Mozart
German Dance, Beethoven
Allegro, Shytte
Minuet, Leopold Mozart
- Group VI: Major Scales (one octave) and Chords: I IV I V V7 I
- Group VII: Minor Scales (one octave) and Chords: I IV I V V7 I

Piano Track

1. Major Scales and Chords: I IV I V7 I
2. Minor Scales (all three forms) and Chords: i iv i V7 i
3. Harmonize a melody at sight
4. Accompany choral rehearsals for one piece during one semester, culminating in a performance with the choir.
5. Accompany one vocalist and one instrumentalist.
6. Prepared 4-Part Open Score Reading
7. Perform as accompanist in one student or studio recital

Applied Proficiency

Students on every instrument are eligible to take this proficiency during the jury after MUSC 232.

Vocal students must have a minimum of **six** pieces prepared, showing a variety in style and covering at least the English, French, German and Italian languages. They may select the first piece; a minimum of four selections will be heard.

Instrumental students may be required to perform scales as specified by the jury members.

The applied music faculty will decide by consensus to assign a single grade of “pass” or “fail.” This evaluation is separate from the applied jury grade.

Secondary Instrument

In addition to developing abilities on their primary instrument, students should develop a proficiency on a secondary instrument.

Writing Proficiency

Freshmen who first enrolled at Tarleton in or after the Fall of 2007 (or who came in with less than 30 hours) are required to take two Writing Intensive courses. The two Writing Intensive courses in the music area are History of Music II and History of Music III.

CONCERT AND RECITAL ATTENDANCE

Music education majors and performance majors must attend a minimum of 12 recitals/concerts per semester. B.A. music majors must attend a minimum of 10 recitals/concerts per semester.

- All majors must attend three professional recitals (faculty/guest) each semester.
- All majors must also attend one percussion, one jazz, one choral and one band recital.
- Students may receive credit for three outside, non-departmental recitals/concerts, but these must be approved by the applied instructor.

Failure to meet this requirement will result in the lowering of the applied grade by one letter. *Students are exempt from this requirement during the senior recital semester.*

All concert and recital performances will be listed on the bulletin board in the music mall. In addition, promotional notices are posted in visible locations throughout the building and campus. *It is your responsibility to be aware of these events.*

RECITAL ATTENDANCE BOOKS

Attendance books are at the entrances to all recitals, concerts, master classes, etc.

- There are two separate books. One book is for *signing in* before the event and the other book is for *signing out* after the event. The sign-in book will be removed after the first number and the sign-out book will only be available after the program.
- The sign-in book contains white sheets and the sign-out book contains green sheets.
- Each music major's name is typed on these sheets.
- Students should find their typed name on the sheets, then sign their name legibly.
- If a student's name is not on the sign-in or sign-out sheet, the student should print and sign his/her name at the end of the list.
- Students should sign their own name on both sheets. *No exceptions.*
- Students must sign in and sign out to receive credit unless they are on the program of a major concert event. Leaving early will constitute an absence.

Each month, an update of the attendance books will be posted on the bulletin board at the end of the music mall. *If you attended a recital and were not given credit for it on the attendance sheet, see your applied instructor immediately.* Do not wait for juries to try and get this straightened out.

FIELD TRIPS

If a field trip or concert tour has been planned, a list of students going on the trip and a summary of the event planned are available from the ensemble director. This list may be given to other Tarleton faculty to request an excused absence from class. It is each student's responsibility to make up any work missed. *Tarleton faculty members are not obligated to honor the request for absence from class if the student needs to be in class.*

SCHOLARSHIPS AND AWARDS

A large number of scholarships are available to music majors each year. These scholarships are awarded to both entering and continuing students. The criteria for selecting scholarship recipients vary according to the source of the funding, but all stipulate that students maintain at least a 3.0 grade point average in their music courses.

Funds for music scholarships are derived from a variety of sources, including university endowments, the Tarleton Foundation, proceeds from Summer Camps, and private donations.

ENSEMBLE SCHOLARSHIPS

The university offers a number of scholarships for playing in the Marching Band, Wind Ensemble, and/or Concert Band. Scholarships for singing in the University Singers and/or Chamber Choir are provided by the university, The Tarleton Foundation, and Summer Camps. NOTE: As a condition of some ensemble scholarships, recipients may be required to perform in more than one, but not more than two major ensembles each semester.

All ensemble scholarships are renewable, but should not be considered automatic. For more information about band scholarships, see the Director of Bands (Rm. 106) or the Administrative Secretary (Rm. 105). Information about choral scholarships can be obtained from the Director of Choirs (Rm. 111).

OTHER MUSIC SCHOLARSHIPS

In addition to ensemble scholarships, the Department of Fine Arts offers other scholarship opportunities to music majors. Participation in more than one major ensemble is NOT a requirement for these awards. With one exception, audition information and application forms can be obtained from the Administrative Assistant in the front office (Rm. 105). Consult the Director of Piano Studies (Rm. 124) for more information about piano scholarships.

Piano Scholarships. These generous scholarships are available to music majors whose primary instrument is piano. They are made possible thanks to the support from the university, The Tarleton Foundation, and Summer Camps. Scholarship amounts vary, but are given each semester to incoming and returning students.

Center Stage Performance Scholar Award. This highly competitive award is a nearly full-tuition scholarship for fine arts majors. Three music awards are available each year, one for each performance track—vocal, piano, and instrumental. In order to be considered for this award, students must first audition and be selected to participate in the annual Honors Recital. Participants must be music majors. These students then complete the application form for the Center Stage award.

Immediately after the Honors Recital, the music faculty will meet to select the Center Stage winners. The names of recipients are posted on a plaque outside the department office. Seniors who student teach during the spring semester may hold this scholarship, provided their course load for that semester is twelve hours.

Joe R. and Teresa L. Long Scholarships. The Longs give \$12,000 to music majors of up to \$2,000 each. For entering students to receive this scholarship, they must be ranked in the top 25% of their graduating high school class and have a minimum SAT of 1100 or ACT of 23. Current and transfer students must complete twelve hours each semester as well as maintain current AND cumulative GPAs of 3.00.

John H. Caraway Scholarships. Every year, \$15,000 is given to music majors in awards of up to \$2,500 each. "As stated in Caraway's will, recipients (1) must be applicants for a baccalaureate degree in the vocal or

instrumental area at Tarleton; and (2) will be selected by the department head and faculty members of the music unit.

Richard Thompson Endowment Scholarship Fund. These scholarships are awarded in the memory of Richard L. Thompson, a great friend of Tarleton State University. Approximately \$30,000 is given to music majors. Applicants must have a minimum of a 2.5 GPA and must show financial need. They should also complete The Free Application for Federal Student Aid (FAFSA) by April 1.

Irene S. Wischer Education Foundation Scholarship

The Frost Bank is pleased to administer The Irene S. Wischer Education Foundation Scholarship. Mrs. Wischer was a San Antonio businesswoman and philanthropist who passed away in March 2007. She created a charitable trust for educational purposes. The deadline for applications is around the first of February.

Qualifications for consideration for an award from The Irene S. Wischer Education Foundation:

- Citizens of the United States;
- Residents of Texas;
- Good character with preference given to applicants who are Christians and attend church regularly;
- Need for financial assistance;
- Academic potential and ability (not necessarily academic performance)

The application may be downloaded at www.frostbank.com/WischerScholarship For other outside scholarship resources, please see the Tarleton State University Office of Scholarships page at <http://www.tarleton.edu/scholarships/outsidresources.html>.

Clara Freshour Nelson Music Scholarships

Three of these scholarships are available through the Texas Association of Music Schools – one for community colleges, one for private 4-year schools, and one for public 4-year schools. The recipients receive \$5,000 per year for four years (for a total of \$20,000). Only freshmen can apply. The deadline is March 1. Application procedures are at <http://www.txams.org/tamsscholarship.php>
Helpful Tips: applicant should 1) provide a compelling story for needing the scholarship, and 2) have an accompanist for the audition CD or DVD.

MUSIC ACHIEVEMENT AWARDS

The music faculty recognizes student excellence through annual achievement awards. These awards are announced at the conclusion of the Honors Recital. Finally, the Stephenville Music Club recognizes outstanding music students each year with cash awards. Recommendations for achievement awards are made by the music faculty.

There are also outside opportunities for music scholarships. Here is a link for additional information:

www.musicscholarships.us

STUDENT ORGANIZATIONS

Kappa Kappa Psi — a national honorary fraternity for band. This chapter was established in 1986. Activities include assisting with the Tarleton Band Festivals, UIL music events, and other service projects to the Tarleton Band Program. Membership is open to any band student with a desire to participate.

MENC: National Association for Music Education — the national music education professional organization. Membership in the student chapter is open to all music education majors or persons interested in music and music education.

Mu Phi Epsilon — the international professional music fraternity for men and women. Founded in 1903, Mu Phi Epsilon promotes scholarship and musicianship as well as the development of friendship among its members. The Delta Pi Chapter at Tarleton was established in 1998. To qualify for membership, undergraduates must be music majors or minors, have passed first-semester theory or an equivalency examination, and have a minimum grade point average of 3.0 in music and 2.0 in academic subjects.

Phi Mu Alpha Sinfonia — the men's national music fraternity is an organization of over 90,000 members in over 250 chapters. Leonard Bernstein, Clark Terry, Wynton Marsalis, Andy Griffith, and Paul Robeson are just a few of the internationally acclaimed musicians who are Sinfonians. Mu Theta, the chapter at Tarleton, has won several national commendations and awards since its beginning in 1978. Membership into Phi Mu Alpha is open to any man with an interest in music. Many members of Mu Theta are not music majors.

Tau Beta Sigma — a national honorary fraternity for band. This chapter was established in 1986. Activities include assisting with the Tarleton Band Festivals, UIL music events, and other service projects to the Tarleton Band Program. Membership is open to any band student with a desire to participate.

TMEA: Texas Music Educators Association — the Texas state music education professional organization. Membership in the student chapter is open to all music education majors or persons interested in music and music education.

Texas Music Teachers Association — Founded in 1886, TMTA is dedicated to the promotion of high quality individual and group music instruction. TMTA is affiliated with the Music Teachers National Association (MTNA), and membership in the Collegiate Student Chapter at Tarleton is open to all music majors.

All rooms for meetings, even on a continuing basis, must be scheduled on the calendar through the Operations Manager.

- Meetings may be scheduled between 8am and 6pm. Meetings lasting after 9pm will require an after-hours pass available from the Operations Manager.
- Use a Building Use Request form. Copies of this form are in an envelope posted on the door of 105F.
 - The Building Use Request form should list specific dates, times, and spaces requested.
 - Include names and phone numbers of all officers on the first request each semester.
 - Obtain faculty sponsor approval and signature on request form before submitting
- Weekly or monthly meetings may be scheduled one semester at a time.
- All ceremonies, initiations, recitals, etc. should be scheduled separately.
- Activities and events requiring technical support may incur technical fees.
- Students must sign in and sign out to receive credit unless they are on the program of a major concert event. Leaving early will constitute an absence.

THE CLYDE H. WELLS FINE ARTS CENTER

HOURS OF OPERATION

Public Areas	Monday-Friday	7:30am - 11:00pm
Practice Rooms	Monday - Friday	7:00am - 11:00pm
	Saturday	7:00am - 11:00pm
	Sunday	11:00am - 11:00pm

Between semesters, on holidays, and during summer sessions, hours are changed. Be alert for announcements and posted signs.

HALLWAYS, CLASSROOMS, PRACTICE ROOMS

- No food or drinks (other than water) will be allowed in these areas. Please take food to the Green Room (184) or to 105D.
- Do not leave backpacks, instruments, or other items in hallways, classrooms, or practice rooms.
- Please be considerate of those working in studios, classrooms, and offices to keep the noise level down in **any area that is open**.

COMPUTER LABS

- Computer lab hours are 8:00am - 6:00pm M-Th and 8:00 - 5:00pm on Friday. Extended hours for special projects will be announced.
- There are two computer labs available for your use: a general computer lab (Room 110) and a piano lab (Room 120)
- No food or drinks are allowed in the computer labs
- DO NOT change any settings on the computers (including any hardware or software) without permission from an instructor.
- If something is not working properly, tell your instructor. If your instructor is not available, ask Dr. Davidian, Dr. Rives, Dr. Johnson, or the GA for help.
- The piano lab is for music projects - not for checking e-mail, surfing the internet, etc.
- Only music majors or minors are authorized to use the piano lab, unless instructed to do so by a faculty member.

PIANOS

The Morton and Rosner grand pianos will only be used for performances/dress rehearsals. Any other use must be authorized by the piano professor or the department head. The piano professor will offer voluntary trainings on proper usage. DO NOT MOVE OR EVEN TOUCH THE MORTON OR THE ROSNER WITHOUT PERMISSION.

LOCKERS

- Metal lockers are located in the practice room area for your use and convenience. To reserve a locker, see Mr. Ball.
- Locks will be provided for each locker. There will be a \$5 per year locker fee, plus a \$10 replacement fee for lost or broken locks.
- Do NOT put sodas or other liquids in lockers. No food in lockers

BULLETIN BOARD

The bulletin board at the end of the music mall will be used to post important notices to music majors. Make a point of checking it regularly. Permission from the building manager is required for unauthorized personnel to post to the bulletin board. Information related to student organizations will be posted on the bulletin board in the hallway outside the band hall.

LOST AND FOUND

For lost items found in the Fine Arts Center, check with the Administrative Secretary in the Department of Fine Arts office (Rm. 105).

PARKING

The P15 parking lot on the east side of the Center is reserved for faculty and staff only. There are also handicap parking spaces next to the building. Student parking lots are designated for residents and commuters. No parking is allowed in the loading dock area except for loading and unloading. It is a fire lane.

EMERGENCIES

In the event of medical emergencies, fire, or situations for which police assistance is needed, call 911. Stay on the phone long enough to answer any questions the operator might have. This will ensure that proper equipment and personnel respond. Give the nature of the emergency and the location. Also, give the phone number where you can be called back. The operator will notify the Campus Police, Stephenville Fire Department (Paramedical), and others to react upon verification of the emergency. The police will provide immediate rescue, traffic, communications, and crowd control as required at the site of the emergency.

If an emergency requires an ambulance, it will come to only one entrance; the main East Entrance by the Theater lobby. You or your representative must meet the paramedics there and lead them to the emergency site in the Fine Arts Center. *Notify the department head of all accidents involving students, faculty, or staff so that the proper reports can be filed.*

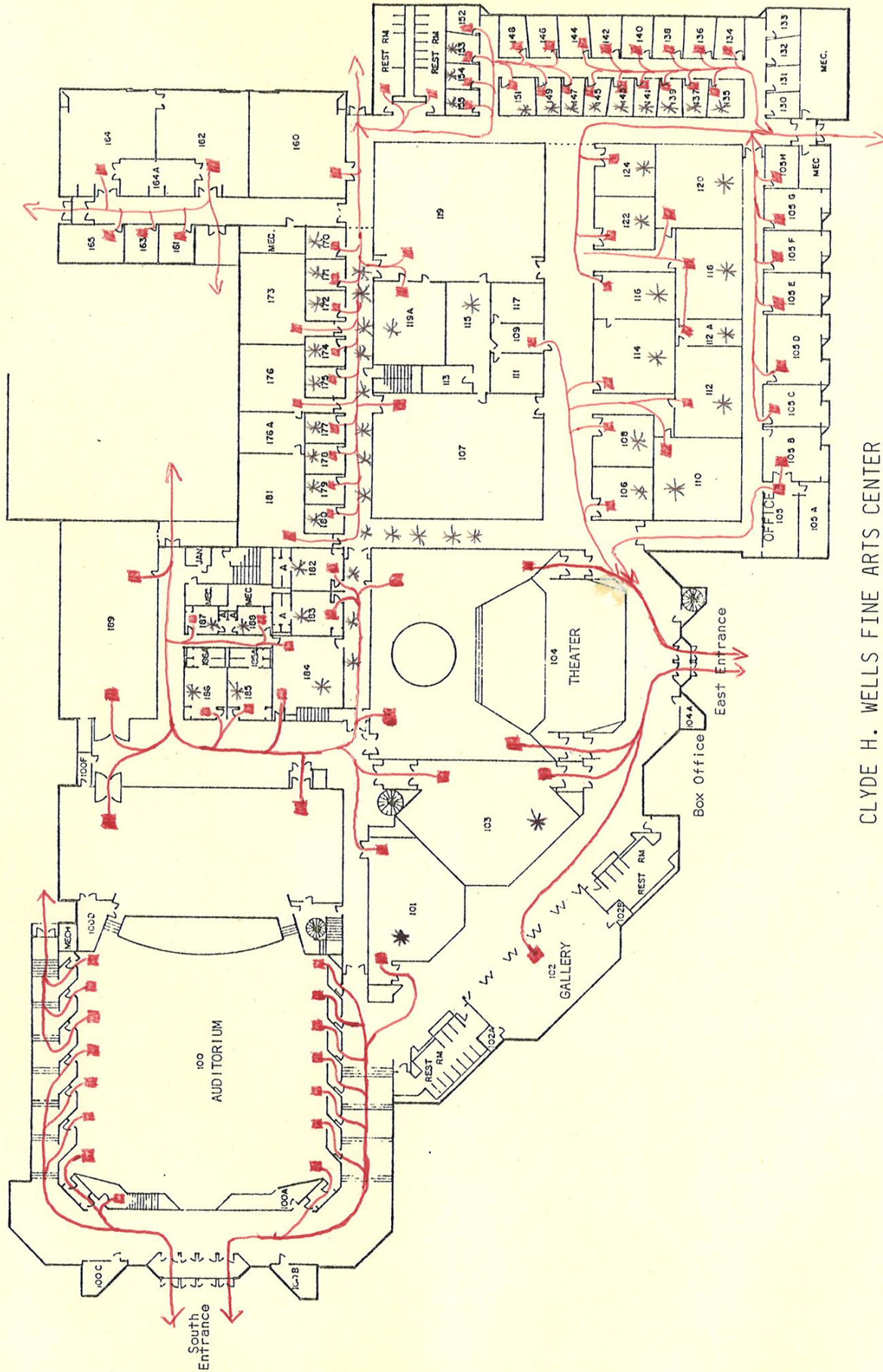
RULES FOR THE CENTER

1. Tarleton is an alcohol and drug free campus. The simple possession and/or use of any controlled, dangerous substance as defined by Texas law on campus or at a university sponsored or sanctioned activity, may result, after a due process hearing, in suspension from the University.
2. Live flame (including candles) is prohibited in the Center.
3. Food and beverages are prohibited in the four performing areas, in all classrooms, and in hallways.
4. Posters and flyers are allowed only on bulletin boards in the Fine Arts Center, attached with thumbtacks, not staples.
5. In compliance with Presidential Executive Order #01-92, all buildings on the Tarleton campus are tobacco free. No tobacco products (cigars, cigarettes, chewing tobacco, etc.) may be used in any university building, enclosed facility, or vehicle.
- 6. Backs of seats and armrests in the performing areas are not to be used as footrests.**
7. Ticketing for all events held in the Center must be handled by authorized Box Office Staff personnel. University departments will be billed for a set-up fee plus a 10% Box Office Fee for total ticket revenues from the event (subject to a minimum fee).
8. The use of any photographic or recording equipment during public presentation must have prior approval by the event director, who must obtain authorization and make appropriate arrangements for use through the Technical Director in advance.
9. The Fine Arts Center and the University reserve the right to retain or release concession rights. Written approval for selling concessions must be secured from the Center Office at least two weeks prior to the event.
10. The lobby rest rooms located on either side of the art gallery may not be used as dressing rooms for any event.
11. Furniture, rugs, plants, etc. in the Fine Arts Center are not to be moved, or used as properties for any events.
12. School buses used to transport students to the Center may unload and load in the east driveway. Buses are required to park, however, in the stadium parking lot.

BACKSTAGE REGULATIONS

1. Arrangements for use of all backstage equipment for a rehearsal and/or performance must be made two weeks in advance through the Technical Director.
2. Stage equipment, including lights, scenery and draperies belonging to Tarleton, shall be handled only by authorized personnel.
3. If specialized personnel or equipment other than those furnished by the Center is needed, the sponsoring organization will bear the necessary expenses and be responsible for delivering these special items to the backstage areas at a time assigned by the Technical Director.
4. All technical plans, ideas, and program content should be specified to the Technical Director at least two weeks in advance. The Technical Director will have the final approval and authority for all stage items including, but not limited to, equipment, decorations, props, and platforms.
5. Fine Arts Center facilities and equipment shall not be used for personal gain.
6. All damaged or unsafe equipment or working conditions shall be reported immediately to the Technical Director, who will issue a "Damaged or Unsafe Equipment Report" immediately. No unsafe situation or condition will be allowed to compromise safety standards.
7. All public areas, shop areas, and dressing rooms must remain locked when not in use.
8. Backstage access before or during a performance is at the discretion of the event director. Visitors will be permitted in the Green Room after a performance.
9. The consumption of food and beverages is barred from control booths and any area outside of the backstage at all times.
10. Access to shop areas, control booths, catwalks, or work areas is at the discretion of the Technical Dir.
11. All persons using or working in performance or shop areas shall conduct themselves in a businesslike manner.
12. Loud or unnecessary noise in the backstage areas during performances and rehearsals is not permitted.
13. Dressing rooms must be kept neat and orderly by each organization using these areas. Their use is limited to current production-related staff and performers, scheduled through the Center office.
14. All persons working above stage level shall remove all items from their pockets, wear nonskid shoes, and have tools secured to prevent them from falling to stage level.
15. All properties and materials used for rehearsals and performances shall be removed and stored in their assigned places at the end of these time periods. The facility shall be left in broom-clean condition after use. The sponsor is responsible for these duties.
16. All federal, state, and university safety rules must be observed.
17. Individual areas may have additional restrictions and regulations. Consult the Technical Director for specific listings.
18. Shoes must be worn at all times while working in performance or shop areas.
19. Any person or group in violation of any of these safety policies risk the loss of the privilege of public presentations in the Fine Arts Center.

EMERGENCY ESCAPE ROUTES
TORNADO SAFETY AREAS



CLYDE H. WELLS FINE ARTS CENTER
 TARLETON STATE UNIVERSITY

DEGREE REQUIREMENTS

UNIVERSITY CORE CURRICULUM

Required on all degree plans

Communications	ENGL 111 Intro to College Comp	ENGL 112 Comp and Research			6
3 hours from	COMS 101 Fund of Speech	COMS 102 Public Speaking	COMS 301 Bus/Prof Speech		3
Math (from 1073 or higher)	MATH 107 Algebra	MATH 108 Elementary Appl. Math			3
Lab Sciences (from)	CHEM	BIOL	GEOL	PHYS	7
Visual/Performing Arts	ART	F.A.	MUSC	THEA	3
Humanities (Literature course in English)					3
Social/Behavioral Sciences					15
3 additional hours from	HIST 201 US thru 1877	HIST 202 US since Reconstruction			(6)
	POLS 201 American Govt.	POLS 202 Texas Govt.			(6)
	SOC 101 Cultural Anthropology	SOC 201 Intro to Sociology	PSY 101 General Psych	PHIL 101 Intro to Philosophy	(3)
	ECO 101 Intro to Economics	ECO 201 Principles of Economics	A.EC 105 Intro to Ag. Eco.	ARCH 201 Archeology	
	GEOG 110 World Geography	GEOG 120 Human Geography	GEOG 201 Texas Geography	HIST 101 World to 1700	HIST 102 World since 1700
Wellness	HLTH 101 Wellness for Life				2
Total University Core Credit Hours Required					42

BACHELOR OF ARTS DEGREE IN MUSIC

University Core Curriculum						42
Ensembles	MUEN 301	MUEN 302	MUEN 401	MUEN 402		4
Applied Music	MUAP 131 MUAP 132	MUAP 231 MUAP 232	MUAP 331 MUAP 332	MUAP 431 MUAP 432		8
Capstone Course	MUSC 433					1
Music Theory	MUSC 147 Basics of Music	MUSC 148 Diatonic Harmony	MUSC 247 Counterpoint	MUSC 248 Chromatic Harmony	MUSC 448 Scoring/Arranging	18
MUSC electives (3000-4999)						10
Musicology (3273 satisfies F.A. core requirement)	MUSC 326 Med/Renaissance	MUSC 327 Classical/Baroque	MUSC 328 Rom/20thCent	MUSC 329 World Music		(7)
Conducting	MUSC 311 Conducting I					2
	FA 401 Arts in Cont Society	ENG Lit				6
Foreign Language	101 Beginning I	102 Beginning II	201 Intermediate I			11
Upper level electives						11
Total Music Credit Hours Required						78
Total Hours Required for Degree						120

Optional Performance Tracks for the Bachelor of Arts in Music

Vocal Performance

8 hours of applied music (MUAP 331, 332, 431, 432)

Diction I (MUSC 233) and II (MUSC 234)

Vocal Pedagogy (MUSC 444)

Participation in the National Association of Teachers of Singing (NATS)

Additional Performances:

Freshmen	At least 1 studio recital and 1 student recital per semester
Sophomores, Juniors, Seniors	At least 1 studio recital and 2 student recitals per semester
Junior Recital Semester	At least 1 studio recital and 1/2 recital (25 minutes)
Option for 1/2 recital	Participation in musical production during the junior year*
Seniors	Full recital (50 minutes) during the senior year

*Must involve feature role or considerable chorus part. Minimal time on stage is not acceptable.

Instrumental Performance

8 hours of applied music (MUAP 331, 332, 431, 432)

Twentieth-Century Theory (MUSC 349)

String Class (226)

Additional Performances:

Freshmen	2 studio recitals and 1 student recital per semester
Sophomores, Juniors, Seniors	1 studio recital and 2 student recitals per semester
Juniors	1/2 recital (25 minutes)
Seniors	Full recital (50 minutes) during the senior year

4 off-campus recitals (N.B.: cannot be derived from senior recital).

Piano Performance

8 hours of applied music (MUAP 331, 332, 431, 432)

Twentieth-Century Theory (MUSC 349)

Additional Performances:

Freshmen	2 studio recitals and 1 student recital per semester
Sophomores, Juniors, Seniors	1 studio recital and 2 student recitals per semester
Juniors	1/2 recital (25 minutes)
Seniors	Full recital (50 minutes) during the senior year

Accompanying in at least 3 student recitals.

BACHELOR OF MUSIC DEGREE with All Level Certification Instrumental Track

University Core Curriculum					42
Ensembles	MUEN 101	MUEN 102	MUEN 301	MUEN 302	3
Applied Music	MUAP 131 MUAP 132	MUAP 231 MUAP 232	MUAP 331 MUAP 332		12
Capstone Course	MUSC 433				1
Music Theory	MUSC 147 Basics of Music	MUSC 148 Diatonic Harmony	MUSC 247 Counterpoint	MUSC 248 Chromatic Harmony	16
	MUSC 349 20th Cent.	MUSC 448 Scoring/Arranging			4
Musicology (3273 satisfies F.A. core requirement)	MUSC 326 Med/Renaissance	MUSC 327 Classical/Baroque	MUSC 328 Rom/20thCent	MUSC 329 World Music	(7)
Conducting	MUSC 311 Conducting I	MUSC 312 Conducting II			4
Music Pedagogy	MUSC226 Methods: Strings	MUSC 227 Methods: Woodwinds	MUSC 228 Methods: Brass	MUSC 229 Methods: Percussion	6
	MUSC 315 Devel. Musical Exp.	MUSC 316 Perf. Pract. of Ensembles	MUSC 442 Band Tech		6
Education	PSY 303 Ed. Psych	ENGL Lit			6
	RDG 351 Content Area Reading	EDU 3203 PD I	EDU 330 PD II	EDU 430 PD III	12
	EDU 435 PD IV	EDU 490 Practicum teaching			9
Total Music Credit Hours Required					86
Total Hours Required for Degree					128

BACHELOR OF MUSIC DEGREE with All Level Certification Vocal Track

University Core Curriculum					42
Ensembles	MUEN 101	MUEN 102	MUEN 301	MUEN 302	3
Applied Music	MUAP 131 MUAP 132	MUAP 231 MUAP 232	MUAP 331 MUAP 332		12
Capstone Course	MUSC 433				1
Music Theory	MUSC 147 Basics of Music	MUSC 148 Diatonic Harmony	MUSC 247 Counterpoint	MUSC 248 Chromatic Harmony	16
	MUSC 349 20th Cent.	MUSC 448 Scoring/Arranging			4
Musicology (327 satisfies F.A. core requirement)	MUSC 326 Med/Renaissance	MUSC 327 Classical/Baroque	MUSC 328 Rom/20thCent	MUSC 329 World Music	(7)
Conducting	MUSC 311 Conducting I	MUSC 312 Conducting II			4
Diction	MUSC 115 Italian Diction	MUSC 125 German Diction	MUSC 235 French Diction		3
Music Pedagogy	MUSC 315 Devel. Musical Exp.	MUSC 316 Perf. Pract. of Ensembles	MUSC 335 Choral Techniques	MUSC 452 Vocal Pedagogy	9
Education	PSY 303 Ed. Psych	ENGL Lit			6
	RDG 351 Content Area Reading	EDU 320 PD I	EDU 330 PD II	EDU 430 PD III	12
	EDU 435 PD IV	EDU 490 Practicum teaching			9
Total Music Credit Hours Required					86
Total Hours Required for Degree					128

MINOR IN MUSIC

Fundamentals*	MUSC 213	3
Music Theory I (required)	MUSC 147	4
Applied Music (non-major)	MUAP 131; MUAP 132	2
Ensembles		3
Music Appreciation (required)	MUSC 313	3
Upper level Applied/Ensembles		3
Total Music Credit Hours Required		18
Total Hours Required for Minor		18

***If Fundamentals is waived/not taken, student could choose 3 hrs from the following:**

- MUSC 326 (Music History I; 2-hr course, which would require 1 more hour of ensemble or applied)
- MUSC 327 (Music History II; writing intensive)
- MUSC 328 (Music History III; writing intensive)
- MUSC 329 (World Music; 2-hr course, which would require 1 more hour of ensemble or applied)
- MUSC 324 (Popular Music in America)
- MUSC 325 (Jazz History)

TYPICAL CURRICULUM PLANS

TYPICAL CURRICULUM PLAN BACHELOR OF ARTS IN MUSIC

Odd Fall Entry

<i>Year 1: Odd Fall/Even Spring</i>					
FALL			SPRING		
MUEN101	Ensemble	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUAP132	Applied Lesson	2
MUSC151	Beginning Piano Class I ¹	(1)	MUSC147	Music Theory I	4
DGS	Block class ²	(1)	MUSC147	Music Theory I Lab	0
ENGL111	Intro to College Comp.	3	MUSC152	Beginning Piano Class II ¹	(1)
MATH 107 (or higher)	College Algebra	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
PSY101	General Psychology ³	3	ENGL112	College Comp. & Research	3
		12			13

<i>Year 2: Even Fall/Odd Spring</i>					
FALL			SPRING		
MUSC148	Music Theory II	4	MUSC162	Piano Class ¹	(1)
MUSC148	Music Theory Lab	0	MUEN202	Ensemble	1
MUSC161	Piano Class ¹	(1)	MUAP232	Applied Lesson	2
MUEN201	Ensemble	1	MUSC247	Music Theory III	4
MUAP231	Applied Lesson	2	MUSC247	Music Theory Lab	0
ENGL	English Literature	3	MUSC327	History of Music II	3
HLTH101	Wellness for Life	2	POLS202	Texas Government	3
POLS201	American Government	3		Elective as advised	3
		15			16

Year 3: Odd Fall/Even Spring					
FALL			SPRING		
MUSC248	Music Theory IV	4	MUSC329	History of Music IV	2
MUSC248	Music Theory Lab	0		Music Electives	4
MUSC328	History of Music III	3		Foreign Language 102	4
	Music Electives	3	HIST201	U.S. History through 1877	3
	Foreign Language 101	4		Lab Science	3
FA401	Arts in Contemporary Society	3			
		17			16

Year 4: Even Fall/Odd Spring					
FALL			SPRING		
MUSC311	Conducting I	2	MUSC433	Capstone Course	1
MUSC326	History of Music I	2	MUSC448	Scoring and Arranging	2
	Music Electives	3		Lab Science	4
	Foreign Language 201	3		Electives as advised	8
	English Literature	3			
HIST202	U.S. History Since Reconstruction	3			
		16			15

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

⁴Ensembles may be required of scholarship recipients.

⁵Applied lessons may be advisable past the requirement in preparation for Jr. or Sr. recitals.

Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

MUSIC ELECTIVES:

Music electives can be drawn from any MUSC-coded courses not already included above.

**TYPICAL CURRICULUM PLAN
BACHELOR OF ARTS IN MUSIC**

Even Fall Entry

Year 1: Even Fall/Odd Spring					
FALL			SPRING		
MUEN101	Ensemble	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUAP132	Applied Lesson	2
MUSC151	Beginning Piano Class I ¹	(1)	MUSC147	Music Theory I	4
DGS	Block class ²	(1)	MUSC147	Music Theory I Lab	0
ENGL111	Intro to College Comp.	3	MUSC152	Beginning Piano Class II ¹	(1)
MATH 107 (or higher)	College Algebra	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
PSY101	General Psychology ³	3	ENGL112	College Comp. & Research	3
		12			13

Year 2: Odd Fall/Even Spring					
FALL			SPRING		
MUSC148	Music Theory II	4	MUSC162	Piano Class ¹	(1)
MUSC148	Music Theory II Lab	0	MUEN202	Ensemble	1
MUSC161	Piano Class ¹	(1)	MUAP232	Applied Lesson	2
MUEN201	Ensemble	1	MUSC247	Music Theory III	4
MUAP231	Applied Lesson	2	MUSC247	Music Theory III Lab	0
ENGL	English Literature	3	ENGL	English Literature	3
HLTH101	Wellness for Life	2	POLS202	Texas Government	3
POLS201	American Government	3		Lab Science	3
		15			16

Year 3: Even Fall/Odd Spring					
FALL			SPRING		
MUSC248	Music Theory IV	4	MUSC327	History of Music II	3
MUSC248	Music Theory IV Lab	0		Music Electives	3
MUSC311	Conducting I	2		Foreign Language 102	4
MUSC326	History of Music I	2	HIST201	U.S. History through 1877	3
	Music Electives	4		Elective as advised	3
	Foreign Language 101	4			
		16			16

Year 4: Odd Fall/Even Spring					
FALL			SPRING		
MUSC328	History of Music III	3	MUSC329	History of Music IV	2
	Music Electives	3	MUSC433	Capstone Course	1
	Foreign Language 201	3	HIST202	U.S. History Since Reconstruction	3
FA401	Arts in Contemporary Society	3		Lab Science	4
	Electives as advised	5		Electives as advised	3
			MUSC448	Scoring and Arranging	2
		17			15

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

⁴Ensembles may be taken any semester except for the semester of Practicum Teaching and may be required of scholarship recipients.

⁵Applied lessons may be advisable past the requirement in preparation for Jr. or Sr. recitals.

Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

MUSIC ELECTIVES:

Music electives can be drawn from any MUSC-coded courses not already included above.

TYPICAL CURRICULUM PLAN
BACHELOR OF MUSIC DEGREE with All-Level Certification (Instrumental Track)

Odd Fall Entry

Year 1: Odd Fall/Even Spring					
FALL			SPRING		
MUSC100	Marching Band	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUAP132	Applied Lesson	2
MUSC151	Beginning Piano Class I ¹	(1)	MUSC147	Music Theory I	4
DGS	Block class ²	(1)	MUSC147	Music Theory I Lab	0
ENGL111	Intro to College Comp.	3	MUSC152	Beginning Piano Class II ¹	(1)
MATH 107 (or higher)	College Algebra	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
PSY101	General Psychology ³	3	ENGL112	College Comp. & Research	3
		12			13

Year 2: Even Fall/Odd Spring					
FALL			SPRING		
MUSC148	Music Theory II	4	MUSC162	Piano Class ¹	(1)
MUSC148	Music Theory II Lab	0	MUEN202	Ensemble ⁴	(1)
MUSC161	Piano Class ¹	(1)	MUSC229	Methods Class: Percussion	1
MUSC100	Marching Band	1	MUAP232	Applied Lesson	2
MUSC226	Methods Class: Strings	1	MUSC247	Music Theory III	4
MUAP231	Applied Lesson	2	MUSC247	Music Theory III Lab	0
ENGL	English Literature	3	POLS202	Texas Government	3
POLS201	American Government	3		Lab Science	3
		14			13

Year 3: Odd Fall/Even Spring					
FALL			SPRING		
MUSC 248	Music Theory IV	4	MUSC 227	Methods Class: Woodwinds	2
MUSC 248	Music Theory IV Lab	0	MUEN 302	Ensemble ⁴	(1)
MUSC 228	Methods Class: Brass	2	MUSC 316	Perf. Pract. of Ensembles	1
MUSC 100	Marching Band ⁶	1	MUSC 329	History of Music IV	2
MUAP 331	Applied Lesson	2	MUAP 332	Applied Lesson	2
	Lab Science	4	MUSC 349	20th Century Theory	2
ENGL	English Literature	3	PSY 303	Educational Psychology	3
		16			12

Year 4: Even Fall/Odd Spring

FALL			SPRING		
MUSC 311	Conducting I	2	MUSC 312	Conducting II	2
MUSC 326	History of Music I	2	MUSC 327	History of Music II	3
MUSC 100	Marching Band ⁶	1	MUEN 402	Ensemble ⁴	(1)
MUAP 431	Applied Lesson ⁵	(2)	MUSC 433	Capstone Course	(2)
HIST 202	U. S. History Since Reconstruction	3	EDU 335	Professional Development II	3
EDU 320	Professional Development I	3	HIST 201	US History through 1877	3
RDG 351	Content Area Reading	3	MUSC 448	Scoring and Arranging	2
		14			13

Year 5: Odd Fall/Even Spring

FALL			SPRING		
MUSC 315	Developmental Musical Experiences	3	EDU 435	Professional Development IV	3
MUSC 328	History of Music III	3	EDU 486	(shadow class for financial aid)	(3)
MUAP 431	Capstone Course	1	EDU 490	Practicum Teaching (lab)	6
EDU 430	Professional Development III	3			
MUSC 442	Band Techniques	2			
		12			9

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

⁴Ensembles may be taken any semester except for the semester of Practicum Teaching and may be required of scholarship recipients.

⁵Applied lessons may be advisable past the requirement in preparation for Jr. or Sr. recitals.

⁶Two semesters of Marching Band satisfies Health/PE requirement

Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

TYPICAL CURRICULUM PLAN
BACHELOR OF MUSIC DEGREE with All-Level Certification (Instrumental Track)

Even Fall Entry

Year 1: Even Fall/Odd Spring					
FALL			SPRING		
MUSC100	Marching Band	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUAP132	Applied Lesson	2
MUSC151	Beginning Piano Class I ¹	(1)	MUSC147	Music Theory I	4
DGS	Block class ²	(1)	MUSC147	Music Theory I Lab	0
ENGL111	Intro to College Comp.	3	MUSC152	Beginning Piano Class II ¹	(1)
MATH 107 (or higher)	College Algebra	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
PSY101	General Psychology ³	3	ENGL112	College Comp. & Research	3
			MUSC 229	Methods Class: Percussion	1
		12			14

Year 2: Odd Fall/Even Spring					
FALL			SPRING		
MUSC148	Music Theory II	4	MUSC162	Piano Class ¹	(1)
MUSC148	Music Theory II Lab	0	MUEN202	Ensemble ⁴	(1)
MUSC161	Piano Class ¹	(1)	MUSC227	Methods Class: Woodwinds	2
MUSC100	Marching Band	1	MUAP232	Applied Lesson	2
MUSC228	Methods Class: Brass	2	MUSC247	Music Theory III	4
MUAP231	Applied Lesson	2	MUSC247	Music Theory III Lab	0
POLS201	American Government	3	POLS202	Texas Government	3
			ENGL	English Literature	3
		12			14

Year 3: Even Fall/Odd Spring					
FALL			SPRING		
MUSC 226	Methods Class: Strings	1	MUEN 302	Ensemble ⁴	(1)
MUSC 248	Music Theory IV	4	MUSC 312	Conducting II	2
MUSC 248	Music Theory IV Lab	0	MUSC 327	History of Music II	3
MUSC 100	Marching Band ⁶	1	MUAP 332	Applied Lesson	2
MUSC 311	Conducting I	2			
MUSC 326	History of Music I	2	ENGL	English Literature	3
MUAP 331	Applied Lesson	2	PSY 303	Educational Psychology	3
		12			13

Year 4: Odd Fall/Even Spring					
FALL			SPRING		
MUSC 328	History of Music III	3	MUSC 316	Performance Practice Ensemble	1
MUSC 100	Marching Band ⁶	1	MUSC 329	History of Music IV	2
MUAP 431	Applied Lesson ⁵	(2)	MUSC 349	20th Century Theory	2
EDU 320	Professional Development I	3	MUEN 402	Ensemble ⁴	(1)
HIST 201	US History through 1877	3	MUSC 433	Capstone Course ⁵	(2)
RDG 351	Content Area Reading	3	EDU 335	Professional Development II	3
MUSC 442	Band Techniques	2		Lab Science	4
			MUSC 448	Scoring and Arranging	2
		15			14

Year 5: Even Fall/Odd Spring					
FALL			SPRING		
MUSC 315	Developmental Musical Experiences	3	EDU 435	Professional Development IV	3
MUSC 433	Capstone Course	1	EDU 486	(shadow class for financial aid)	(3)
	Lab Science	3	EDU 490	Practicum Teaching (lab)	6
EDU 430	Professional Development III	3			
HIST202	U. S. History Since Reconstruction	3			
		13			9

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

⁴Ensembles may be taken any semester except for the semester of Practicum Teaching and may be required of scholarship recipients.

⁵Applied lessons may be advisable past the requirement in preparation for Jr. or Sr. recitals.

⁶Two semesters of Marching Band satisfies Health/PE requirement.

Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

**TYPICAL CURRICULUM PLAN
BACHELOR OF MUSIC DEGREE with All-Level Certification (Vocal Track)**

Odd Fall Entry

Year 1: Odd Fall/Even Spring					
FALL			SPRING		
MUSC101	Ensemble	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUSC125	German Diction	1
MUSC151	Beginning Piano Class I ¹	(1)	MUAP132	Applied Lesson	2
DGS	Block class ²	(1)	MUSC147	Music Theory I	4
ENGL111	Intro to College Comp.	3	MUSC147	Music Theory I Lab	0
MATH 107 (or higher)	College Algebra	3	MUSC152	Beginning Piano Class II ¹	(1)
PSY101	General Psychology ³	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
			ENGL112	College Comp. & Research	3
		12			14

Year 2: Even Fall/Odd Spring					
FALL			SPRING		
MUSC148	Music Theory II	4	MUSC125	Italian Diction	1
MUSC148	Music Theory II Lab	0	MUSC162	Piano Class ¹	(1)
MUSC161	Piano Class ¹	(1)	MUEN202	Ensemble ⁴	(1)
MUEN201	Ensemble	1	MUAP232	Applied Lesson	2
MUAP231	Applied Lesson	2	MUSC247	Music Theory III	4
MUSC235	French Diction	1	MUSC247	Music Theory III Lab	0
ENGL	English Literature	3	POLS202	Texas Government	3
POLS201	American Government	3	ENGL	English Literature	3
		14			13

Year 3: Odd Fall/Even Spring					
FALL			SPRING		
MUSC248	Music Theory IV	4	MUSC302	Ensemble ⁴	(1)
MUSC248	Music Theory IV Lab	0	MUSC316	Perf. Pract. Of Ensembles	1
MUSC301	Ensemble ⁴	(1)	MUSC329	History of Music IV	2
MUSC331	Applied Lesson	2	MUSC332	Applied Lesson	2
MUSC335	Choral Techniques	3	MUSC349	20th Century Theory	2
HLTH101	Wellness	2	HIST201	U.S. History through 1877	3
MUSC125	German Diction	1	PSY303	Educational Psychology	3
		12			13

Year 4: Even Fall/Odd Spring					
FALL			SPRING		
MUSC311	Conducting I	2	MUSC312	Conducting II	2
MUSC326	History of Music I	2	MUSC327	History of Music II	3
MUSC401	Ensemble ⁴	(1)	MUSC402	Ensemble ⁴	(1)
MUSC431	Applied Lesson ⁵	(2)	MUSC433	Capstone Course ⁵	(2)
EDU320	Professional Development I	3	EDU335	Professional Development II	3
HIST202	U.S. History Since Reconstruction	3		Lab Science	3
RDG351	Content Area Reading	3	MUSC448	Scoring and Arranging	2
			MUSC452	Vocal Pedagogy	2
		13			15

Year 5: Odd Fall/Even Spring					
FALL			SPRING		
MUSC315	Developmental Musical Experiences	3	EDU435	Professional Development IV	3
MUSC328	History of Music III	3	EDU486	(Shadow class for financial aid)	(3)
MUSC431	Capstone Course	1	EDU490	Practicum Teaching	6
	Lab Science	4			
EDU430	Professional Development III	3			
		10			9

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

⁴Ensembles may be taken any semester except for the semester of Practicum Teaching and may be required of scholarship recipients.

⁵Applied lessons may be advisable past the requirement in preparation for Jr. or Sr. recitals.

Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

TYPICAL CURRICULUM PLAN
BACHELOR OF MUSIC DEGREE with All-Level Certification (Vocal Track)

Even Fall Entry

Year 1: Even Fall/Odd Spring					
FALL			SPRING		
MUSC101	Ensemble	1	MUEN102	Ensemble	1
MUAP131	Applied Lesson	2	MUSC115	Italian Diction	1
MUSC151	Beginning Piano Class I ¹	(1)	MUAP132	Applied Lesson	(2)
DGS	Block class ²	(1)	MUSC147	Music Theory I	4
ENGL111	Intro to College Comp.	3	MUSC147	Music Theory I Lab	0
MATH 107 (or higher)	College Algebra	3	MUSC152	Beginning Piano Class II ¹	(1)
PSY101	General Psychology ³	3	COMS101 or 102	Fund. of Speech or Public Speaking	3
			ENGL112	College Comp. & Research	3
		12			12

Year 2: Odd Fall/Even Spring					
FALL			SPRING		
MUSC148	Music Theory II Lab	0	MUSC162	Piano Class ¹	(1)
MUSC161	Piano Class ¹	(1)	MUEN202	Ensemble ⁴	(1)
MUEN201	Ensemble	1	MUAP232	Applied Lesson	2
MUAP231	Applied Lesson	2	MUSC247	Music Theory III	4
MUSC235	French Diction	1	MUSC247	Music Theory III Lab	0
HLTH101	Wellness	2	ENGL	English Literature	3
POLS201	American Government	3	POLS202	Texas Government	3
				Lab Science	4
		13			16

Year 3: Even Fall/Odd Spring					
FALL			SPRING		
MUSC235	French Diction	1	MUSC302	Ensemble ⁴	(1)
MUSC248	Music Theory IV	4	MUSC312	Conducting II	2
MUSC248	Music Theory IV Lab	0	MUSC327	History of Music II	3
MUSC301	Ensemble ⁴	(1)	MUSC332	Applied Lesson	2
MUSC311	Conducting I	2	HIST201	U.S. History through 1877	3
MUSC326	History of Music I	2	PSY303	Educational Psychology	3
MUSC331	Applied Lesson	2			
HLTH101	Wellness for Life	2			
		13			13

Year 4: Odd Fall/Even Spring

FALL			SPRING		
MUSC328	History of Music III	3	MUSC316	Performance Practice Ensemble	1
MUSC335	Choral Techniques	3	MUSC329	History of Music IV	2
MUSC401	Ensemble ⁴	(1)	MUSC402	Ensemble ⁴	(1)
MUSC431	Applied Lesson ⁵	2	MUSC433	Capstone Course ⁵	(2)
			MUSC349	20 th Century Theory	2
EDU320	Professional Development I	3	EDU335	Professional Development II	3
			MUSC452	Vocal Pedagogy	2
			MUSC448	Scoring and Arranging	2
		13			12

Year 5: Even Fall/Odd Spring

FALL			SPRING		
MUSC315	Developmental Musical Experiences	3	EDU435	Professional Development IV	3
MUSC431	Capstone Course	1	EDU486	(Shadow class for financial aid)	(3)
HIST202	U.S. History Since Reconstruction	3	EDU490	Practicum Teaching	6
EDU430	Professional Development III	3			
	Lab Science	3			
		13			9

¹Piano classes are not required but are recommended for those who need remedial work in order to pass the piano proficiency requirement.

²The Block class for music majors is recommended for first time freshmen.

³Students will be given a theory placement exam and those who do not pass will need to take *MUSC 213: Fundamentals of Music* during their first semester in place of, or in addition to the core class.

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Recommended courses for summer school: Lab science, RDG 351, POLS 201, 202, PSY 303, HIST 201, 202.

COURSE ROTATIONS

Please note that many of these courses are only offered once every two years. Dropping or failing to make a C in biennial courses can seriously delay degree completion.

ODD FALL		EVEN SPRING	
MUSC151	Beginning Piano Class I	MUSC151	Beginning Piano Class II
MUSC213	Fundamentals for Music Majors	MUSC161	Intermediate Class Piano
MUSC148	Music Theory II	MUSC147	Music Theory I
MUSC248	Music Theory IV	MUSC247	Music Theory III
MUSC328	Music History III	MUSC349	Contemporary Music Theory
MUSC228	Brass Class	MUSC448	Scoring and Arranging
MUSC442	Band Techniques	MUSC329	World Music
MUSC315	Developmental Musical Experiences	MUSC227	Woodwind Class
MUSC335	Choral Techniques	MUSC316	Performance Practices of Ensembles
MUSC125	German Diction	MUSC452	Vocal Pedagogy

EVEN FALL		ODD SPRING	
MUSC151	Beginning Piano Class I	MUSC151	Beginning Piano Class II
MUSC213	Fundamentals for Music Majors	MUSC161	Intermediate Class Piano
MUSC148	Music Theory II	MUSC147	Music Theory I
MUSC248	Music Theory IV	MUSC247	Music Theory III
MUSC326	Music History I	MUSC448	Scoring and Arranging
MUSC226	String Class	MUSC327	Music History II
MUSC311	Conducting I	MUSC229	Percussion Class
MUSC315	Developmental Musical Experiences	MUSC312	Conducting II
MUSC235	French Diction	MUSC115	Italian Diction

APPENDIX

Please cut and paste the form on this page to a new Word document and type in the project information before submitting.

PRELIMINARY CAPSTONE COURSE PROJECT APPROVAL FORM

Name
Degree and emphasis
Professional Resume (Please provide copies to faculty at the recital hearing or project presentation)
Project description (include title if applicable and supervising faculty member if other than advisor)
Means of presentation (how the project will be publicly communicated to faculty)
Featured components of the degree (performance, education, or the arts)
Advisor

TURNITIN.COM INSTRUCTIONS

You may be required to upload your program notes or writing project to Turnitin.com

In order to post your paper to the site, you will need to create a profile and join the “Recital Program Notes” class. Here is the information you need:

Your class ID number is 3210495.

Your enrollment password is Recital.

The login page is here: http://www.turnitin.com/login_page.asp

Go to the section that says, "New students start here" and create a user profile.

If you already have a turnitin.com profile, just log in to your account and look for the button that says, "enroll in a class."

How to submit your paper:

1. Click on the class name
2. Click on the Submit button to the right of the assignment name (Recital Program Notes)
3. Select the “single file upload” from the “choose a paper submission method” menu
4. Enter your name for “submission title”
5. Click browse to find the file on your computer
6. Find the file on your computer and click open
7. Click upload
8. Click submit to finalize the submission

A few minutes after submitting, you will get an originality report. Don't be alarmed if your report shows a low percentage (still in the green). Common phrases and titles will often show a match. If your report shows a higher percentage (in the yellow or red areas), see Dr. Johnson.

DEPARTMENT OF FINE ARTS FITNESS TO TEACH CHECKLIST

Student's Name _____ UIN _____

Directions

The student identified above is requesting all-level certification in music. Based on your experience with the student, please complete the following checklist by rating the student's performance in your class(es).

Key

- 5 — Exceptional
- 4 — Acceptable
- 3 — Needs Improvement
- 2 — Cannot Make Assessment
- 1 — Not Acceptable

5	4	3	2	1	Characteristics/Dispositions
					Is punctual and regularly attends class
					Is prepared for class
					Makes good grades in music and exhibits a desire to learn
					Demonstrates effective written and oral communication skills
					Demonstrates scholastic integrity
					Has professional appearance/demeanor
					Interacts with others appropriately and respectfully
					Manages time well
					Overall potential as a music educator

- _____ Recommend Fit to Teach
- _____ Recommend Needs Improvement
- _____ Recommend Unfit to Teach

Faculty Name (please print) _____

Faculty Signature _____

Date _____