

Part II – Academic Policies – Undergraduate Program is only available on the web at <http://libarts.wsu.edu/music>

PART II - ACADEMIC POLICIES-UNDERGRADUATE PROGRAM

ADMISSION/PRE-CERTIFICATION OF MAJOR

Each student desiring to pursue a music major or minor at WSU must complete a music theory placement examination and have an audition and interview with the studio teacher of the major instrument or voice of intended study and, in the case of multiple teachers in the studio, with the area coordinator. A recording may be submitted in lieu of a personal audition. A fundamental performance capability, including basic concepts of pitch, notation, and musicianship, is required as a prerequisite to enrollment in applied music as a music major or minor. Area coordinators will complete and submit the Pre-Certification of Major form following the theory examination and audition.

ACADEMIC ADVISING

Every effort will be made to provide assistance to students desiring advice about academic or school questions. Normally the student's major professor serves as advisor in these matters. Prior to certification of the major, students planning to enter a music degree program are assigned an advisor by the Music Program Coordinator.

MUSIC DEGREE OUTLINES

The degree checklists printed in this handbook apply to students entering as freshmen in the year of this handbook edition. The music major requirements (including College of Education requirements for teacher certification options) also apply to transfer students entering in the handbook edition year. Transfer students, however, must follow the correct version of the GER based on the table printed in the University Bulletin.

Each degree checklist contains all courses required of students to complete that degree option. All editions of this Handbook include eight - semester outlines for each degree. These outlines are now published in the University Bulletin. In most cases, Music Education options take more than eight semesters to complete.

The semester-by-semester outlines are restrictive. Students may take courses in a different sequence if desired; HOWEVER, prerequisite sequences will be strictly required. This is especially important in teacher preparation options.

TEACHER PREPARATION DEGREES IN MUSIC

The Music Program cooperates with the College of Education in offering degrees leading to certification to teach in the public schools. **CHOICE OF ONE OF THESE OPTIONS REQUIRES CERTIFICATION OF MAJOR IN BOTH THE MUSIC PROGRAM AND THE COLLEGE OF EDUCATION.** The College of Education has set quotas for admission for each program. **ONLY 10 NEW STUDENTS PER YEAR MAY ENTER THE PROGRAM IN**

MUSIC. Early application is strongly advised.

Personnel in the Student Services Office of the College of Education maintain records of degree requirements, but advising is done by music faculty for music education students. The College of Education assigns students to practicum and student teaching placements. For questions and applications for these placements, students should see Linda Chaplin or Chris Sodorff at the College of Education Student Services Office.

GENERAL EDUCATION PROGRAM

Students pursuing a music degree must complete the General Education requirements of the University and additional requirements of the College of Liberal Arts. For detailed questions beyond the scope of faculty advising, please see the Music Program Coordinator or go to the General Education Office, Third Floor, Administration Annex.

CERTIFICATION OF MAJOR

The student may, and is encouraged to, certify the intended major after completion of 24 credit hours including specific music courses. A major **MUST** be certified upon completion of 60 credit hours. The major may be certified by completing the Application for Certification from the Music Program Office. Students certifying in any of the Music Education degree options must also apply for certification at the College of Education. Deadlines are October 31, and March 31 for spring and fall, respectively. See pages VIII 1-2.

Special Note on undergraduate certification: Since academic departments may establish additional requirements for those seeking admission to specific programs, students are reminded that admission to WSU does not ensure acceptance into any department or program as a certified major and degree candidate.

CERTIFICATION OF MINOR OR SECOND MAJOR

Students who have completed 60 semester hours and have certified in a major may certify a minor or second major with departmental approval. Music minors whose majors are not in the colleges of Liberal Arts or Sciences are not required to complete the College of Liberal Arts GERs. A music minor requires 22-23 credits and a Jazz minor requires 18 credits. A second major requires completion of departmental and college requirements which includes the College of Liberal Arts GERs. Upon completion of the requirements, the Music Program will notify the Registrar and the minor or second major will be posted on the student's permanent transcript. The necessary form is available in the Music Office. Students are encouraged to maintain close contact with their music advisors and the Music Program Coordinator on their degree progress.

APPLICATION FOR DEGREE - (TO-DO LIST)

Application for an undergraduate degree should be made near the end of the junior year (90 hours). This application in turn generates the "TO-DO LIST" which furnishes each candidate with a record of total grade points and hours completed to date, and a list of course requirements yet to be completed pertaining to the degree chosen. The Music Program is responsible for checking all departmental requirements, including prerequisites for all courses required. Forms are available from the Registrar's Office or from the Music Program Office.

MINIMUM "GPA" REQUIREMENTS IN MUSIC

All students graduating in music must achieve a grade of C or better in all degree required music courses. All students graduating in music must achieve a 2.5 grade average for all music courses.

Students pursuing any of the programs leading to teacher certification must achieve a minimum 2.5 GPA for the Education Professional Core and a 2.5 cumulative GPA for all course work upon graduation and a minimum grade of "C" in all music and education required courses in endorsement curricula. Students intending to pursue graduate degrees in music must achieve a 3.0 GPA or better in all core music theory and history classes and a 3.0 cumulative GPA at the undergraduate level for entrance into the graduate program.

PASS-FAIL ENROLLMENT

Ensemble and Performance Studies are not available on a pass-fail basis.

Pass-Fail enrollment by non-majors in other music courses must have the approval of the instructor.

Music majors or minors may not take any music course by pass-fail enrollment.

PIANO PROFICIENCY EXAMINATION

All students majoring in music must pass the Piano Proficiency Examination. A form of completion showing that the Piano Proficiency Examination has been passed by an individual must be turned in to the Music Program Office by the Piano Area Coordinator.

The Piano Proficiency Examination information sheet is found in section VIII of this handbook.

MUS 181 and 182 (class piano courses) are designed to help students prepare for the piano proficiency test. Students must be enrolled in an acceptable form of formal piano study (such as applied lessons through the School of Music or PPLS, or class piano) in the semester they wish to attempt the Piano Proficiency Exam. Students pursuing the Bachelor of Music degree must complete the Piano Proficiency Requirement before

applying for Upper Division Standing while students pursuing the Bachelor of Arts degree must pass MUS 182 with a grade of C or higher.

The piano proficiency examination will normally be administered near the end of each semester. Dates and sign up times will be posted on the Student Bulletin Board and Kimbrough 470.

Additional questions concerning the Piano Proficiency Examination should be addressed to the Piano Area Coordinator.

SENIOR HONORS PROJECT

Suggestions for projects to be undertaken by students enrolled in the Honors Program:

1. A 40-minute Senior Recital voted acceptable by three members of the area faculty.
2. A 45-minute Lecture/Recital, which includes a minimum of 25 minutes of music, voted acceptable by the area faculty.
3. A composition of at least 15 minutes in length and performed in a public recital/concert. The work must be approved by three members of the theory/composition faculty.
4. A thesis of at least 25 pages in length voted acceptable by three members of the faculty.
5. A Music Education experience of at least 6 weeks duration which has been approved by three members of the Music Education Faculty.
6. A publicly presented ensemble concert conducted by the candidate and voted acceptable by three members of the faculty. The concert must be a minimum of 25 minutes duration.
7. Any other musical project which would be acceptable to three members of the Music faculty and accepted by them in fulfillment of this Honors Program requirement.

SPECIAL REGISTRATION COURSES

Registration for MUS 319 and MUS 499 may not take place until appropriate forms available in the Music Office have been filled out and approved.

A. MUS 319 - Secondary Performance Study

At registration time, file the MUS 319 Information Sheet with the Music Office. Students enrolled in MUS 319 are required to take a jury examination at the conclusion of each semester of study.

B. MUS 499 - Special Projects or Independent Study

MUS 499 is designed to accommodate student projects which fall outside the subject matter of the formal courses listed by the Music Program. It is not intended to replace course work available through regular curriculum offerings.

The student must obtain the agreement of a faculty member to supervise the project and then complete the development of a proposal. After both the faculty supervisor and the Music Program Coordinator have approved the proposal, the student may enroll in MUS 499 for the approved number of credits.

Normally, enrollment in MUS 499 is for 2 credits or fewer in any one semester. Three hours of approved work per week (45 hours per semester) are approximately equivalent to 1 credit hour, consistent with the University formula for assigning credit to laboratory courses. All MUS 499 projects are S/F grading only and are not computed into the cumulative GPA.

STUDENT FILES

A file will be maintained by the Music Program for each student entering the University as a music major or intended major. **In order to ensure accuracy of graduation check lists, students are responsible for seeing that all forms appropriate to their programs are completed and submitted to the office as required.** Pertinent materials such as special duties performed, recitals performed, recital programs, participation as an officer or student leader may be noted or included in the student file.

STUDENT TEACHING

The following departmental prerequisites must be met before a Music Education major will be approved for student teaching:

1. Pass the Piano Proficiency Requirement.
2. Achieve Upper Division Standing and pass a 20-minute balloted recital.
3. A "C" grade or above is required in all music and professional education and endorsement courses.
4. Achieve a grade point average of 2.5 for all music classes, a 2.5 for the College of Education Professional Core, and a 2.5

- cumulative average for all work.
5. Meet the College of Education requirements.

TRANSFER STUDENTS

The Coordinator of the Music Program will evaluate student transfer credits and, for those admitted with major certification in music, will assign a Music Program advisor. Allowable credits in music theory and history will be determined after the transfer student has taken an entrance placement examination. An audition will be used to determine the applied music course number.

Students, transferring from another institution or changing majors within WSU and have completed the required two semesters of applied study at the indicated levels at WSU may apply immediately for such certification by submitting the Music Program Application for Certification (in this Handbook) with the Music Program Coordinator. Students seeking to certify in teacher preparation programs must also apply at the College of Education.

Where immediate certification upon transfer would facilitate enrollment in courses in the College of Education Professional Core, or in other courses, the Applied Area Coordinator and School director may elect to approve certification in music before the applicant completes the required two semesters of applied study at WSU. Such approval shall be considered on a case-by-case basis.