



**CSU**

Cleveland State  
University

School of Music

**Cleveland State University**

**Graduate Music Handbook**

**2024-2025**

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## **Chapter 1: Information about the School of Music**

Situated in the heart of one of the nation’s most recognized and active cultural centers, Cleveland State University offers a vital graduate program in outstanding facilities. The Greater Cleveland Area is home to internationally recognized arts organizations such as The Cleveland Orchestra, the Cleveland Museum of Art, City Music, Apollo’s Fire, and a host of institutions of higher education. Cleveland State University music students have many opportunities to observe and study with some of the finest performers in the world and to partake in the area’s wide range of cultural experiences to enhance their development as musicians.

The School of Music at Cleveland State University supports a highly diversified program built on exceptional resources. Each of the regular faculty has made distinctive contributions to their field in music. The state-of-the-art Music and Communication Building houses two performance halls, three large rehearsal halls, two chamber music rehearsal rooms, dozens of practice and specialized teaching spaces, and a stand-alone music therapy clinic. The 37-rank Holtkamp organ (1995) in Waetjen Auditorium, while frequently integrated into choral concerts, serves both as a solo recital instrument and as featured soloist in special orchestral works. The distinguished Music

Composition program includes award-winning faculty, a unique music composition resource center, computer music studios, and a curriculum that includes up to 16 workshops and recording sessions dedicated to student compositions with renowned professional performing artists in residence each year. The music holdings in the University Library include several special collections of contemporary music as well as substantial resources for research. State-of-the-art training opportunities occur within an innovative on-campus clinic as well as the larger Cleveland community. Intensive coursework and training yields excellent outcomes - our graduates' pass rate on the national board certification exam averages 95% and 100% of graduates seeking music therapy employment are actively employed in the profession. The Undergraduate Program in Music at Cleveland State University is designed to provide solid musical training and to prepare students for careers in their areas of specialization. Many of our graduates have gone on to pursue careers as performing musicians, music educators, composers, and music therapists.

The Graduate Program in Music at Cleveland State University is designed to provide solid musical training and to prepare students for careers in their area of specialization. In addition to entering doctoral programs at prestigious universities throughout the country, students from Cleveland State University have gone on to careers in composition, choral music, architecture and acoustics, musicology, performance, library science, and teaching. Many teach at the university level, in elementary and secondary schools, and in private studios. A number of students have won awards for international study and have received appointments overseas.

The music program at Cleveland State attracts international students as well as students from across the United States. For each of these students, Cleveland State University offers excellence in the resources of faculty, program, and facilities.

Cleveland State University is an accredited institutional member of the National Association of Schools of Music.

National Association of Schools of Music  
11250 Roger Bacon Drive, Suite 21, Reston, VA 20190-5248  
Phone: (703) 437-0700  
Fax: (703) 437-6312  
Email: [info@arts-accredit.org](mailto:info@arts-accredit.org)

## **Chapter 2: Information about the Graduate Music Program, Policies and Procedures**

The graduate program in music is divided into four areas of concentration: Composition, Music Education and Music Performance. "Cross disciplinary" programs are encouraged.

The Master of Music program consists of 30 credit hours minimum. Courses in music history, writing about music, pedagogy, and analysis make up a "core" group of courses which all graduate music degree seeking students must take. Beyond this, students specialize in one or more areas, each of which has its own requirements (16 to 20 credits). In addition to the core courses and required courses for the area of specialty, some areas require elective courses and a final project (e.g., thesis, recital, 6 credits) round out the degree. A diversity of courses and seminars thus offers

the student opportunity for an advanced education in music meeting his or her particular interests and needs.

### **Chapter 3: Admission to the Graduate College**

United States citizens apply for admission to the Master's Degree program in Music through the College of Graduate Studies. A completed application form, official transcripts from each college or university previously attended, and two letters of recommendation are required. Applications may be submitted on the CSU website at <https://grad.engagecsu.com/apply> International students should carefully read the narrative included in the application referring to international admissions. Additionally, international students should visit the Center for International Studies and Programs website: <https://www.csuohio.edu/international-admissions/international-admissions>. Under certain circumstances an applicant must also submit results of the Graduate Record Examination Part 1, Verbal. Please refer to the Admission Requirements in the Graduate Bulletin or on the website for specifics.

### **Chapter 4: Entrance into the Graduate Music Program**

Admission or transfer into the School of Music at the graduate level occurs after a conference with the head of the area in which the student expects to specialize. Contact the Kate Bill, Enrollment Administrator, at (216) 687-5039 or [m.c.bill@csuohio.edu](mailto:m.c.bill@csuohio.edu) for an appointment. The School of Music has different entry requirements for each major.

#### **4.1: Performance**

An audition is required prior to admission for all students intending to specialize in performance. In the audition, the student must demonstrate performance proficiency with some stylistic breadth. In some instances, a video or audio link may be provided in lieu of an in-person audition, with prior approval of the School of Music.

#### **4.2: Composition**

Students intending to specialize in composition are required to submit a portfolio of representative works: a minimum of 2-3 scores with corresponding CD recording(s). The composition faculty will review the portfolio and make a recommendation based on its merits and on the potential of the applicant to complete graduate work will review this portfolio.

#### **4.3: Music Education**

Students planning to specialize in music education need to provide:

1. Two letters of recommendation. At least one must be from supervisory personnel, such as building principal, supervisor of music, university supervisor or student teaching, or cooperating teacher, who can attest to the student's teaching ability.
2. One or more samples of formal writing on a topic of choice in music education. Submissions will be evaluated by the music education faculty on the strength of content and on the use of the English language and appropriate scholarly apparatus.

3. Applicants must also schedule an interview with Dr. Heather Russell, Coordinator of Music Education.

Notification of acceptance into the graduate program comes from the Graduate College.

#### **4.4: Entrance Examination**

In addition to the procedures for acceptance into the program, the School of Music requires all entering graduate students to demonstrate competency in music history, as determined through a diagnostic advisory examination, administered in the week before the beginning of classes (fall and spring semester). The examination must be taken prior to the student's first registration as a Regular Graduate student. Those not passing the examination will be required to take MUS 511 and/or MUS 512. Credit for these courses will count toward the total credits for the degree, but the courses will not satisfy any core or track requirement.

### **Chapter 5: Financial Assistance**

Graduate Assistantships and Tuition Grants are available to students holding Regular Graduate status. Those who are admitted as provisional students will be eligible after receiving a grade point average of 3.0 for the first twelve credits of study. Students seeking either Graduate Assistantship or Tuition Grant must submit a properly completed application form, available from the School of Music to the Coordinator of the Graduate Program in Music. Applicants should specify their particular areas of expertise and those in which they might like to become active as a graduate assistant; they are urged to include a short resume. An interview and/or audition may be requested. Applications for earliest consideration for either category must be received by March 1 for the following academic year.

Graduate Assistantships awards may vary from student to student. Many factors are taken into consideration, such as whether a student is an in-state student, an out-of-state student, or an international student, as well as prioritizing School of Music needs. Assistantships in the School of Music allow the graduate student an extraordinary range of opportunities to develop professional skills in a variety of administrative and research areas. Graduate Assistants must carry a minimum of eight graduate credits of coursework (500 or 600 level courses) during each semester while holding the assistantship and maintain a 3.0 grade average. A specific number of hours of service to the School of Music are required of each Graduate Assistant each semester and will be defined in the GA contract. Graduate Assistantships may be renewed a second year.

The School of Music's policy is that Graduate Assistantships normally be limited to four semesters (two academic years).

Tuition Grant recipients may carry from one to eight graduate credits per semester and must maintain a 3.0 grade average; each Tuition Grant recipient is required to provide service in the School of Music on an hour equivalency, set by the university, related to the number of credits for which the student is being supported with the grant. Tuition Grants are renewable; the student must reapply each year.

## Chapter 6: Advising

Advisors for the specific degree tracks are listed below. Advising is important to assure smooth progress throughout the degree program. If an advisor is unavailable, or a student has not clarified a degree major, or has questions about the program in general, please contact the Director of the Graduate Program in Music.

Advisors for Graduate Students:

- Composition: Dr. Andrew Rindfleisch, MU 343, (216) 687-2029; a.rindfleisch@csuohio.edu.
- Music Education: Dr. Heather Russell, MU 349, (216) 687-5099; h.a.russell@csuohio.edu
- Performance (Winds and Percussion): Dr. Birch Browning, MU 351, (216) 687-3768, b.browning@csuohio.edu.
- Performance (Piano): Dr. Angelin Chang, MU 420, (216) 687-2036; a.chang75@csuohio.edu.
- Performance (Vocal/Choral): Dr. Nicholas Klein, MU 439, (216) 687-2104; n.j.klein@csuohio.edu
- Performance (Strings): Director of the Graduate Program in Music: Dr. Victor Liva, MU 429, (216) 687-6931; v.liva@csuohio.edu

## Chapter 7: Comprehensive Examination

Before graduation, all master's degree students must pass a comprehensive exam. Each major track in the Master of Music program requires its own specific format for the comprehensive examination; refer to the track descriptions in Chapter **Error! Reference source not found.**:Degree-Tracks.

## Chapter 8: Degree Completion

The semester before the student expects to complete the degree, he/she must apply for graduation. The degree cannot be conferred until the application has been submitted. The student may apply for graduation on his/her campusnet account. During the student's presumed final semester, he/she should review his/her record with the principal advisor, confirming that all obligations for the degree will have been met by the end of the term. Completion of the culminating master's project (thesis, recital, etc.) occurs when the faculty committee has signed the appropriate forms for the project and submitted the grade for the project. Confirm with your committee that both procedures have occurred. The university will confer the Master of Music degree after the Graduate Program Director completes a degree audit.

## **Chapter 9: Degree Tracks**

### **9.1: Master of Music in Composition**

#### **Core Requirements: 10 credits**

MUS 595 Music History Seminar 3 cr

MUS 602 Analytical Techniques 3 cr

MUS 540 Performance and Pedagogy 2 cr

MUS 601 Approaches to Research in Music 2 cr

#### **Track Requirements: 20 credits**

MUS 521 Composition Forum (two semesters) \* 2 cr

MUS 527 Computer Music and MIDI I 3 cr

MUS 528 Computer Music and MIDI II 3 cr

MUS 620 Composition (two semesters) 6 cr

MUS 635 Composition Recital 2 cr

MUS 689 Composition Thesis 4 cr

\* Composition students must attend the composition forum every semester of residency.

#### **9.1.1: Composition Thesis and Composition Recital Guidelines**

The master's thesis in composition is intended to show competence in creative work as evidenced in a musical composition of substantial content and expression. The work should show mastery of compositional skill.

#### **9.1.2: Procedure for Beginning the Thesis**

After completing 12-15 semester credits of graduate work and having been accepted to degree candidacy, a student whose degree culminates in the thesis begins the formal process of preparing the composition by consulting with the principal advisor on a suitable project. The student and the principal advisor will also identify potential thesis committee members and an appropriate thesis advisor. Be sure that your thesis advisor is a member of the Graduate Faculty. The student is then responsible for seeking out the three Music Graduate Faculty members to constitute the Thesis Committee (the principal advisor is eligible to be on the committee). One of these will serve as chair of the committee and thesis advisor, under whose direction the student will prepare the composition. The others are "readers" who assist in guiding the progress of the document, in



cooperation with the thesis advisor. The Thesis Committee is responsible for approving the completed document and jointly determining a grade for the project. It is the student's responsibility to secure a THESIS PROPOSAL FORM and fill it out. The form is available from the Director of the Graduate Program in Music, the School of Music office, or the Graduate College offices. The student must provide a title and description of the thesis, as indicated on the form, and then obtain the signatures of the faculty on the Thesis Committee, indicating their willingness to serve. Finally, the Thesis Proposal Form is to be signed by the Director of the School of Music and sent to the Graduate College for approval. After the THESIS PROPOSAL has been approved, the student may begin to register for composition thesis credit (MUS 689).

### **9.1.3: Thesis Credit**

The M.M. Thesis in composition involves a recital component. Together, MUS 689 and MUS 635, Composition Recital, form a six-semester hour unit. The thesis itself is four semester hours. The recital carries two semester hours. The student must register for at least one semester hour of thesis credit per semester (not including summer) until the completed thesis has been approved. If the student wishes to complete the thesis during the summer, he/she must register for at least one thesis credit during the appropriate summer term. For each term in which the thesis remains uncompleted, the student will receive a T grade. Once the thesis is completed and graded, all T grades will be replaced by the grade assigned by the Thesis Committee.

### **9.1.4: Thesis Format Requirements**

Before beginning to write the thesis, the student must consult the most recent edition of the College of Graduate Studies publication, "Thesis and Dissertation Guidelines", available from the Director of the Graduate Program in Music or the office of the College of Graduate Studies. This document is the university's standard by which the thesis will be designed and evaluated. If there is prose, extended explanations, or analyses that accompany the composition, the most recent edition of The Chicago Manual of Style will apply to matters of style. Please also consult the most recent edition of Richard J. Wingell's Writing About Music for further requirements for presentation and documentation of musical materials. It is also advisable to look at completed composition theses in the University Library to see solutions to problems of format. The Graduate Faculty of the School of Music must approve exceptions to the models set forth in the guidelines.

### **9.1.5: Completing the Thesis**

The thesis advisor will guide the student in determining when to submit a working draft of the thesis to the committee readers for their comments and guidance. Readers' comments and corrections should be passed through the thesis advisor to the student for his/her consideration in revising the draft. Several revisions may be necessary to bring the document to completion. When the advisor determines that the composition is nearing completion, the student will provide each member of the committee with a complete copy of the corrected work for final evaluation.

### **9.1.6: Composition Recital**

The completion of the M.M. in composition requires a recital of a minimum of 60 minutes, consisting of original compositions by the candidate. The recital will normally include a performance of the master's thesis and must include a solo work, a chamber work of three or more

players, and a work employing electronic media. For best choice of dates, schedule the recital hall by the end of the academic year prior to the one in which you wish to give your recital. The composition major's Thesis Committee is the Recital Committee. Fulfill all qualifying-recital requirements. Register for MUS 635 Composition Recital in the semester in which the recital is to be given.

### **9.1.7: Defense of Thesis**

Having read (and in most cases, heard) the compositions, and having heard the composition recital, the Thesis Committee will meet with the student to discuss both. If, after the meeting, the committee members agree that the composition thesis is ready for approval, the Committee will determine the grade for the thesis and recital. If further revisions are demanded, the student will be directed to make any final changes and to prepare the final copies in accordance with the Graduate College "Thesis and Dissertation Guidelines." The defense of thesis is the oral portion of the comprehensive examination for the composition major.

### **9.1.9: Comprehensive Examination**

The exam will be in two parts:

#### **9.1.9a: Written**

The student will be given a short piece of music from the repertoire and given 48 hours (taken home) to write a 4–6-page compositional analysis of the work. The analysis will be submitted in the form of a paper (with musical examples as appropriate), typewritten.

#### **9.1.9b: Oral**

The student will defend his/her compositional analysis during a one-hour oral exam that will also include more general questions about his/her own compositions, aesthetic concerns, and other relevant compositional issues.

### **9.1.10: Final Procedures**

When the student has submitted the fair copy of the thesis, each member of the Thesis Committee will sign the signature page. The principal thesis advisor will ensure that the student's grade for the thesis (MUS 699) is submitted as a CHANGE OF GRADE to the Registrar. The student is required to provide two copies of the thesis to be bound, at no cost to the student, and retained in the University Library; he/she may also have personal copies bound at his/her expense. The student will take the NOTICE OF COMPLETION form and all copies of the thesis to be bound to the Graduation Office. After completing the Graduation Office process, the student takes all copies for binding to the University Library's bindery offices.

## **9.2: Master of Music in Music Education**

**Core Requirements: 10 credits**

MUS 595 Music History Seminar 3 cr

MUS 602 Analytical Techniques 3 cr

MUS 540 Performance and Pedagogy 2 cr

MUS 601 Approaches to Research in Music 2 cr

**Track Requirements: 20 credits**

MUS 554 Foundations and Principles of Music Ed. 3 cr

MUS 584 Seminar in Music Education 3 cr\*

MUS 611 Research Techniques in Music Ed. 4 cr\*\*

MUA 601 – 682 Applied music 2 cr

MUS 679 Research Projects in Music Education 6 cr minimum \*\*\*  
-or-

MUS 699 Thesis 6 cr minimum \*\*

Electives: 2 credits

\* Three graduate semester credits of workshops in music education may be substituted for the Seminar in Music Education, and/or may be used as elective credits. Within the guidelines of the College of Graduate Studies rules and regulations dealing with transfer credits, workshops offered by institutions other than Cleveland State may apply toward this facet of the degree with approval of the Cleveland State Graduate Music Program Director.

\*\* Students must enroll in MUS 611 prior to or concurrently with formulating the thesis or project proposal.

\*\*\* MUS 5– is for secondary instrument/voice; MUS 6– is for major instrument/voice.

\*\*\* Students may choose to complete the degree with either a three-paper or thesis option. See specific requirements below.

## **9.2.1: Music Education Thesis Option**

### **9.2.1a: Procedure and Guidelines**

The master's thesis in music education is intended to show competence in scholarly writing through the use of one of several research methodologies. Such research and writing should be based on topics or questions that will contribute to the extended literature on music teaching and learning within the field of music education. Research methodologies in music education are selected to best address the research questions and may be quantitative, qualitative, historical, or philosophical.

### **9.2.1b: Beginning the Thesis**

After completing 12-15 credits of graduate work, a student who chooses to pursue the thesis option should meet with the principal music education advisor to begin to formulate a topic, identify potential thesis committee members and an appropriate chair of the thesis committee.

### **9.2.1c: The Thesis Committee**

A student who chooses to pursue the thesis option should meet with the principal music education advisor to begin to formulate a topic, identify potential thesis committee members and an appropriate chair of the Thesis Committee.

### **9.2.1d: The Thesis Proposal**

Once a thesis advisor and topic have been selected, the student is responsible for securing and completing a Thesis Proposal Form (available from the Director of the Graduate Program in Music, the School of Music Office, or the Graduate College office) and writing the thesis proposal.

The proposal must include the following: (a) a working title, (b) a 2-5 paragraph topic description that includes the research questions to be considered, the nature (intended methodology) of the research, and the relevance of the research to music education, and c) a working bibliography of related literature.

The student must then obtain signatures of the members of the Thesis Committee, indicating their willingness to serve for the topic the student has selected. The proposal form must then be signed by the School of Music Chair and sent to the Graduate College for final approval.

### **9.2.1e: Thesis Credit**

After the thesis proposal has been approved, the student may then register for thesis credit (MUS 699). A minimum of six credits of thesis is required for the Master of Music Degree. Once a student has begun to register for thesis, he/she must continue to register for at least one thesis credit per semester (excluding summers) until the thesis is completed and has been approved by the committee.

For each term in which the thesis remains uncompleted, the student will receive a T grade. Once the thesis is completed and graded, all T grades will be replaced by the grade assigned by the Thesis Committee.

### **9.2.1f: Thesis Format Requirements**

Before beginning to write the thesis, the student must consult the most recent edition of the College of Graduate Studies publication, "Thesis and Dissertation Guidelines", available from the Director of the Graduate Program in Music or the office of the College of Graduate Studies. This document is the university's standard by which the thesis will be designed and evaluated.

Depending on the selected type of research methodology, the style of the thesis will be guided by the most recent edition of one of the following:

- The Publication Manual of the American Psychological Association

- The Chicago Manual of Style
- A Manual for Writers of Term Papers, Theses, and Dissertations

### **9.2.1g: Completing the Thesis**

Once a working draft of the thesis is complete and reviewed by the thesis advisor, the student will provide copies of the draft to other members of the Thesis Committee for comments. The student will then begin revising the document. Several revisions may be necessary to bring the document to completion. When the thesis advisor determines the document is close to completion, the student will provide each committee member with a complete copy of the revised document for final evaluation. The completed document must be distributed to committee members at least two weeks prior to the defense of the thesis.

### **9.2.1h: Defense**

The Thesis Committee will meet with the student, as described in the Comprehensive Examination section above. If, after the meetings, the committee members agree that the document is ready for final approval, the committee will determine a grade and direct the student to make final corrections and revisions in accordance with the Graduate College "Thesis and Dissertation Guidelines."

### **9.2.1i: Final Procedures**

When the student has submitted the final copy of the thesis, each member of the Thesis Committee will sign the signature page. The final copy of the thesis must be submitted to the Graduate College no later than the last week of class instruction of the semester in which the degree is to be granted. The principal thesis advisor will ensure that the student's grade for the thesis (MUS 699) is submitted online and as a CHANGE OF GRADE to the Registrar for all previous semesters.

The student is required to provide two copies of the thesis to be bound, at no cost to the student, and retained in the University Library; he/she may also have personal copies bound at his/her expense.

The student is required to secure, complete, and submit both the GRADUATION application and COMPLETION OF DEGREE form as described above.

## **9.2.2: Music Education Three-Paper Option**

In consultation with his/her advisor, a student may choose to write three research papers in lieu of a thesis. Each paper must be based on a topic that will contribute to the literature on music teaching and learning within the field of music education.

### **9.2.2a: Procedure and Guidelines**

The three-paper option is intended to show competence in researching, analyzing, and writing about three different topics that are relevant to the field of music education. After completing 12-15 credits of graduate work, a student who chooses to complete the master's degree through the three-paper option should meet with the principal advisor to formulate three topics, identify potential reading committee members and an appropriate project advisor.

### **9.2.2b: The Reading Committee**

The student is responsible for seeking out a minimum of two graduate faculty members who will serve on the Reading Committee. One committee member, who could be the principal advisor, will serve as chair and will be responsible for determining the final grade.

### **9.2.2c: The Three-Paper Proposal**

Once an advisor and topics have been selected, the student is responsible for securing and completing a Three-Paper Proposal Form (available from the Director of the Graduate Program in Music, the School of Music Office, or the Graduate College office) and writing the thesis proposal.

The proposal must include the following: (a) working titles, (b) a 2-5 paragraph topic description for each paper that includes the research questions to be considered, the nature (intended methodology) of the research, and the relevance of the research to music education, and c) a working bibliography of related literature.

The student must then obtain signatures of the members of the Reading Committee, indicating their willingness to serve for the papers the student has selected. The proposal form must then be submitted to the Graduate Music Director.

### **9.2.2d: Three-Paper Option Credit**

A minimum of 6 credits of MUS 679 is required for the Master of Music Degree. To select this option, the student must complete a three-paper option proposal form and register for a minimum of one credit hour every semester (excluding summers) until the papers are completed and have been approved by the Reading Committee.

### **9.2.2e: The Process**

Unless otherwise authorized, a comprehensive outline, abstract, and bibliography for each paper should be distributed to each committee member for comment and approval prior to writing the papers. Drafts of each paper may be guided solely by the principal advisor or in consultation with other committee member(s). Final drafts should be submitted to all members on the reading committee at least two weeks prior to the Presentation of Papers.

### **9.2.2f: Presentation of Papers**

The chair of the Reading Committee will convene a meeting at which the student will present and discuss each of the papers, as described in the Comprehensive Examination section above. If, after the meeting, the committee members agree that the papers are acceptable, the chair will determine the grade.

### **9.2.3: Comprehensive Examination**

For Music Education majors, the Comprehensive Evaluation will consist of a faculty-evaluated formal presentation of either the thesis or the culminating project. The evaluating committee will consist of the Thesis Committee or, in the case of a three-paper option, a committee consisting of a minimum of three Graduate Faculty members, including the Reading Committee (project advisor and additional graduate faculty) under whom the project was completed. The presentation will

normally be from 20 minutes to one-half hour, followed by 20 minutes to one-half hour of questions and discussion.

#### **9.2.4: Final Procedures**

Once the Reading Committee has approved the final copies of the papers, the principal advisor will submit the MUS 679 grade online and as a CHANGE OF GRADE to the Registrar for all previous semesters.

The student is required to secure, complete, and submit both the GRADUATION application and COMPLETION OF DEGREE form as described above.

### **9.3: Master of Music in Performance**

#### **Core Requirements: 10 credits**

MUS 595 Music History Seminar 3 cr

MUS 602 Analytical Techniques 3 cr

MUS 540 Performance and Pedagogy 2 cr

MUS 601 Approaches to Research in Music 2 cr

#### **Instrumental Track Requirements: 20 cr**

MUA 601-682 Applied lessons (to be taken as 2 courses over 2 semesters) 4 cr

MUA 603 Recital Prep (to be taken as 2 courses over 2 semesters) 4cr

MUS 632 Solo Recital 2 cr

MUA 606 Repertoire 2 cr

MUS 502, 504, 506, 507 University Ensembles (2 semesters) 2 cr

MUS 506 Chamber Music 2 cr

**Electives: 4 cr**

#### **Vocal Track Requirements: 20 cr**

MUA 621 - 622 Applied lessons (to be taken as 2 courses over 2 semesters) 4cr

MUA 603 Recital Prep (to be taken as 2 courses over 2 semesters) 4 cr

MUS 632 Solo Recital 2 cr

MUA 606 Repertoire 2 cr

MUS 501(University Chorus), MUS 505 (Chorale) or

MUS 508 (Opera Workshop) 4

**Electives: 4 cr**

### **Keyboard Track Requirements: 20**

MUA 601-682 Applied lessons (to be taken as 2 courses over 2 semesters) 4 cr

MUA 603 Recital Prep (to be taken as 2 courses over 2 semesters) 4cr

MUS 632 Solo Recital 2 cr

MUA 606 Repertoire 2 cr

MUS 506 Chamber Music AND/OR  
MUS 516 Collaborative Piano 3 cr

MUS 576 Keyboard Wellness Workshop (to be taken over two semesters) 2

**Electives: 3 cr**

### **9.3.1: Recital Procedures**

All graduate music performance students are required to complete a recital as a culminating project for their degree. The student and applied instructor should come to agreement as to when this graduate recital will be performed (most commonly in the 4<sup>th</sup> semester). When this determination has been made, the student will need to have the applied instructor sign the “Graduate Recital Permission Form” (downloadable from this website or can be obtained by Valerie Mathis in the School of Music) and the form should be turned in to Valerie Mathis at least three weeks before the beginning of the semester in which the recital is to be performed. At that time, the student may pick up a graduate recital packet, which will contain all forms pertinent to the recital, including the pre-recital jury form, recital committee commitment form, aural exam and recital grade form, facility reservation forms, and others.

The student is required to pass a pre-recital jury, adjudicated by a committee of three faculty members, before he or she is allowed to perform the recital for credit. The pre-recital jury committee members should be the same members that will serve on the recital committee, although exceptions are sometimes made. After successfully passing the pre-recital jury, the student will then be responsible for turning in program notes to area coordinator and the applied instructor no



later than two weeks before the recital. Any suggested revisions must be completed before the recital programs are created.

In the case that the student does not pass the pre-recital jury, the student will receive a grade of “incomplete” for the semester. The student will then have one semester to successfully pass the jury and be allowed to perform the recital for credit before the “incomplete” will turn into an “F.”

It is the student’s responsibility to be aware of the timeline required for successful completion of the events and to obtain all relevant forms from the School of Music Administrative Assistant and the necessary committee signatures in a timely fashion. All costs of accompanists, assisting performers, music, program notes and translation duplication are the responsibility of the student. The recital program will be printed by the School of Music.

### **9.3.2: Recital Committee**

The student is responsible for assembling an evaluating committee of three CSU Department of Music faculty members, including the applied teacher. At least one committee member must be a full-time CSU Graduate Music Faculty member. The student’s applied teacher will serve as the chairperson of the committee. The student will secure a Graduate Recital Commitment Form from the Department of Music Enrollment Administrator and have it signed by the members of the committee. All committee members will hear and evaluate the Recital Qualifying Jury (if possible), the Graduate Recital and the Comprehensive Exam.

### **9.3.3: Graduate Recital Qualifying Jury**

The Graduate Recital Qualifying Jury must be taken no later than three weeks prior to the date the recital is to be performed. The Graduate Recital Qualifying Jury Grade Form is included in the recital packet and must be presented to the committee members at the jury. The student must present a list of any other performers on the recital. (There is a place for this on the Jury Form.)

Vocal students must be prepared to perform six songs/arias by memory for the jury. (Oratorio excerpts are the only exception to this.) The student will choose the first song to be presented. The jury may then ask to hear any other song from the prepared repertoire. A total of 4 of the 6 prepared songs will be sung for the jury.

Instrumentalists should negotiate repertoire for the jury with their committee members. An instrumental student should be prepared to play a representative sampling of each of the works that will be performed on the recital.

### **9.3.4: Program Notes**

Students are required to submit a draft of their program notes for approval at least two weeks prior to the recital: 500-1000 words, exclusive of translated vocal texts. These program notes will be submitted for approval to the area coordinators listed below and the applied instructor. Any suggested revisions must be completed before the programs are printed.

Strings, Guitar, Harp:	Professor Liva
Woodwinds, Brass and Percussion:	Professor Browning
Keyboard:	Professor Angelin Chang
Voice:	Professor Klein

### **9.3.5: The Recital**

All performance majors are required to present a full-length concert performance (60 minutes of music minimum) complete with program notes (required of all students) and translations (required of vocal students). Chamber music (that requiring 3 or more performers) is encouraged but cannot exceed 25% of the total recital time. For best choice of dates, it is essential that the student turn in the Facility Request form and the Recital Commitment Form included in the recital packet as early as possible. A copy of the program, including program notes, is due in the School of Music Administrative Assistant four full weeks before the recital date. It should be typed and include the student's degree (e.g., Master of Music), date, time and location of the recital, the student's name and the names of all accompanying musicians, program order, exact titles, and the composer's names and dates.

Each area of performance has specific criteria regarding acceptable repertoire to be performed on a recital. It is essential that the student consults with the area coordinator and the applied faculty member when planning recital repertoire. In general, literature selected for the recital should represent at least three historical periods of music (when appropriate to the instrument). Vocal students must include repertoire in French, Italian and German, as well as English. They must also include at least one operatic or oratorio aria. All vocal repertoire must be memorized, with the exception of chamber music (any selections including 3 or more performers) and selections from oratorio aria.

### **9.3.6: Comprehensive Exam**

The purpose of the comprehensive exam is to integrate the full range of the student's graduate studies, asking him/her to draw together ideas and methods presented in previous course work and apply them to their studio/recital repertoire. The student will prepare and deliver a one-hour lecture based on the repertoire of the graduate recital, which will be followed by up to 30 minutes of questions from the Performance Exam Committee. (The Performance Exam Committee should, whenever possible, be comprised of the same faculty members as the Recital Committee.) The lecture will include a detailed discussion of the recital repertoire, including but not limited to:

1. historical context. - Discuss stylistic features. - Discuss similar repertoire by the same or contemporary composers.
2. formal properties (analysis). - Include a detailed discussion of at least 10 minutes of music from the recital. Include structure/form, harmonic language, melodic and rhythmic properties, or any other elements that are significant to the essence of the repertoire.

Handouts or chalkboard may be used. (Requests for other technical support items, such as overhead projectors, video projectors, etc., must be submitted in advance to the Facilities Manager for the School of Music, Mr. Mike Solema) The student may demonstrate during the lecture with his/her

instrument or voice, but the presentation is to be mostly verbal. Performed examples are to be used only to illustrate points clearly defined in the lecture.

### **9.3.7: Completing the paperwork**

Only after the recital and the comprehensive exam are complete, will the committee convene to determine an appropriate grade. The completed Exam Form will then be submitted to the Graduate Music Director by the Chair of the Recital/Exam Committee. The student must provide a copy of the recital program and any supplementary materials (text translations, program notes, etc.) which will be submitted along with the grade form. All forms, the recital program, and the supplements will be placed in the student's permanent department file. Only after all the materials have been submitted will the Graduate Music Program Director submit the Graduate Recital (MUS 632) grade to the University Registrar.