CONVOCATION

Music Program convocation held every Tuesday from 11:10 a.m. to 12:00 noon provides an opportunity for students to share performance achievements and to gain valuable experience before an audience of peers. It is intended to be a learning experience for both listener and performer. Applications to perform on a full convocation are available in the Music Office, Kimbrough 260.

Attendance is required of all students in the 200, 300 or 400 level of performance studies and is recorded on cards issued to each student at the first full convocation. To receive attendance credit, students must stay until 12:00 noon unless convocation is dismissed at an earlier time.

A maximum of 3 absences is permitted each semester. If a student fails to meet the minimum attendance requirement, the performance studies grade may be lowered by the teacher in accordance with the number of absences.

Students enrolled in conflicting classes meeting from 11:10 a.m. to 12:00 noon on Tuesday may be excused ONLY as follows:

- The course is required by their degree program.
- It is not offered any other time.
- The request is made in writing to the studio teacher and the Music Director for approval during the first week of the semester.

The approved excuse form is then given to the respective Applied Area Coordinator. Excuse forms are available in the Music Office.

PERFORMANCE REQUIREMENT

All majors enrolled in applied study must perform at area convocation at least once each semester. The student is responsible for submitting proof of performance via printed program or copy for student files. If a student does not perform at Convocation at least once a semester the performance studio grade will be lowered by the teacher.

Applications to perform on full convocation are available in the Music Office.

RECITAL ATTENDANCE
In addition to the Tuesday Convocation which serves primarily as a laboratory for the performance studies program, students are expected to enrich their musical experience through attendance at campus musical events. A wide variety of solo, chamber, and ensemble concerts is presented by faculty, guests, and students. The School of Music is committed to a high quality music experience for all music students. Accordingly, all music majors at the undergraduate and graduate level are required to attend 10 concerts per semester approved by the studio teacher. Failure to meet the recital attendance requirement will result in the lowering of the performance studies grade by the teacher. The student is responsible for submitting proof of attendance via recital programs, concert reviews, or other criteria specified by the studio teacher in the applied lesson syllabus.

ENSEMBLE PARTICIPATION

Each ensemble is granted credit in accordance with the university approved ensemble credit ratio of 1 credit for 4 hours of class time with the exception of chamber ensembles which have a credit ratio of 1 to 3. Any student enrolled for applied music is required to simultaneously enroll in an ensemble, such ensemble being related to the student’s major instrument and degree objective, as approved by the studio instructor in consultation with the ensemble director.

Extra Rehearsals

1. Ensembles may hold extra rehearsals one week prior to a concert. Generally these extra rehearsals will occur on the weekend and should not exceed a total of three hours.

2. Ensemble directors should endeavor to give compensatory time following a concert when extra rehearsals have taken place.

3. The schedule for extra rehearsals should be presented to the full ensemble as part of the course syllabus in writing, at the beginning of the semester.

Exceptions

Marching Band
Extra rehearsals may be scheduled preceding the beginning of fall semester classes and during weeks in which a performance at a game is scheduled. In no instance should weekly rehearsal time exceed nine hours plus Saturday, once classes begin.

ACCOMPANISTS

Matters concerning recital, studio, or class accompanying are handled by the Coordinator
of Accompanying. Piano majors work with the coordinator to fulfill their accompanying requirement and must enroll in MUS 441 Accompanying for a total of 6 credits over their course of study. All persons needing accompaniment services should work through the coordinator. The School of Music does not guarantee availability of an accompanist for any student performance.

**ENSEMBLE FOR PIANISTS/ACCOMPANYING REQUIREMENT**

Pianists may meet the ensemble requirement through enrollment in MUS 435 Chamber Ensembles. All keyboard students in Music 300, 400, or 500 level performance study must play at least two accompaniments per semester. Piano majors are required to accompany at least one Junior, Senior, or Graduate recital, but are not required to perform additional accompanying services during the semester in which the recital is given.

**PRE-CERTIFICATION OF MUSIC MAJOR/MINOR**

Each student desiring to pursue a music major at WSU must complete a music theory placement examination (see Part II, Pages 2-4 for details) 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 area, with the area coordinator. 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.

A Pre-Certification Form is to be completed by the area coordinator and placed in the student's file as evidence of acceptance to applied study at the level noted on the form. This form must be completed before performance study credit may be counted toward meeting degree requirements in music.

Pre-Certification approval does not constitute an official "declaration of major or minor." It is simply evidence of the capability to enroll in applied studies as part of a major or minor.

**JURY EXAMINATIONS**

Students enrolled in 200 and 300 level performance studies will perform for a jury at the end of each semester; those in 400 and 500 performance studies will do the same except when they have given a major recital performance in that semester. Jury examinations will only be scheduled during University Finals week and may not interfere with regularly scheduled examinations. Jury examination times will be posted each semester in advance by the area coordinator.

All faculty in each area will attend juries for their area and contribute a jury sheet and assessment sheet with a grade, comments and suggestions for the student's benefit.

A composite jury grade will be determined. The composite jury grade will be a significant
factor in the determination in the final semester grade.

The student is to bring a completed and signed Repertoire Sheet to the jury, listing all materials studied during the semester. The repertoire sheet is retained in the student's file.

**PERFORMANCE STUDY LEVELS**

100 Level Performance Study (available in voice and piano only)

1. Class instruction for beginning/intermediate students offered on space available basis.
2. No prerequisites.
3. Attendance at Convocation not required.
4. Jury examination not required.
5. May not count in Music Major Curricula to satisfy Performance Study Requirements.
6. University will provide practice facilities and instruments may be reserved after students enrolled in the 200-500 performance and academic study level needs have been met.

200 Level Performance Study

1. Available for 2 credits to a limited number of advanced non-majors by audition and permission of area coordinator and Music Director. Study will be either in small classes or privately at the discretion of area coordinator, after consultation with the Director.
2. Convocation attendance required.
3. Participation in approved Music ensemble required.
4. Jury examination required.
5. University practice facilities and instruments may be reserved after students enrolled in the 200-500 performance and academic study level needs have been met.
6. May be used to satisfy major performance requirement for a music minor.
7. Recital attendance required.

300 Level Performance Study

1. For music majors only.
2. Audition prior to enrollment required.
3. Freshmen or higher standing required.
4. Convocation attendance required.
5. Recital attendance required.
6. Participation in an approved Music Program ensemble
required.

7. Concurrent enrollment in Music Theory or Music History courses required.
8. Jury examination required.
9. Entitled to sign up for practice facilities.
10. Non-music majors may enroll by special permission of the Director of The School of Music provided they meet all requirements listed in this section for 300 level study.

400 Level Performance Study

1. Normally taken by junior and senior Music Majors.
2. Must have passed piano proficiency requirement.
3. Upper division standing is a prerequisite to enrollment. Must have passed Senior Qualifying Exam prior to enrollment.
4. Convocation attendance required.
5. Recital attendance required.
6. Participation in an approved Music Program ensemble required.
7. Enrollment represents area and school approval to perform a recital.
8. Jury examination required except in semester when a recital is performed.
9. Non-music majors may enroll by special permission of the Director of the School of Music provided they meet all requirements listed in this section for 400 level study.

500 Level Performance Study

1. Graduate standing required.
2. Admission to enrollment is through audition with major professor and/or division faculty.
3. Recital attendance at discretion of major professor.
4. Jury required except when recital has been presented in same semester.
5. Ensemble requirement determined by advisor/committee.

Two credits are granted for each half-hour lesson per week. Students enrolled at the 200-level, 319 or 519 are limited to 2 credits. A student registered for four credits may receive two half-hour lessons or one 1-hour lesson per week.

REQUIRED DEGREE RECITALS

Successful completion of the Qualifying examination is a prerequisite for the scheduling of
a recital. Successful completion of a Half Recital is prerequisite to a Full Recital.

Students pursuing a BM, non-performance degree option who successfully pass the Qualifying examination are approved for a degree recital of the repertoire presented at the Qualifying examination. The Half Recital shall contain a minimum of 20 minutes and a maximum of 25 minutes of music as these recitals are intended to be shared recitals. Joint recitals shall be limited to a maximum of 50 minutes of performance time according to performance venue-availability.

The Full Recital for Performance Option students shall consist of a minimum of 45 minutes of music. Any undergraduate recital exceeding 50 minutes of music (except those located off campus) will involve an overtime charge as established by the Director of the School of Music. Students will be responsible for costs related to concerts that extend beyond the approved recital length.

The Qualifying examination will normally serve as a preview for the recital except in those cases where new repertoire has been prepared for which the area may require a recital preview.

For details about graduate recitals, please refer to section X of this Handbook for information about MUS 522 Graduate Recital.

**JUNIOR QUALIFYING EXAMINATION**

This examination is for those students pursuing the Bachelor of Music degree in Performance. In the semester preceding the half recital, a student registers his/her intention to take the Junior Qualifying Examination. This examination takes the place of a regular jury for that semester.

**Policies:**
1. The Piano Proficiency Requirement must be met as a precondition to taking the Junior Qualifying Examination. It will only be given to students who have passed the Music Piano Proficiency Examination.
2. Junior Barrier Examinations will only be given to students who have achieved a grade of “C” or higher in MUS 251, 252, 253, 254 and one semester of Music history 359 – 361.
3. Successful completion of the Junior Qualifying Examination is a prerequisite for the scheduling of a half Recital.
4. The Junior Qualifying Examination may be taken only twice. If not passed after the second attempt, the student will be decertified as a Performance major in the music program.

**Procedures:**
1. A student wishing to take a Junior Qualifying Exam must complete a Junior Qualifying Exam Form (a blank form is included in this handbook and may be easily
duplicated). Once the student has completed the form and obtained the signature of his/her studio teacher, the student must turn it in to the Music Advisor as soon as possible, but no later than 5:00 pm on Monday of the Closed Week of the semester in which the exam is to be given. The Piano Proficiency Exam must be passed before the student will be allowed to take the Junior Qualifying Exam.

2. The student appears before a representative committee of the area faculty and an outside representative for a period of 30 minutes. Approximately half of the time is devoted to performance; the remaining time to oral review of the student’s academic and personal qualifications for successful completion of the program.

3. The student must hand in a draft of their recital program with any notes to their studio teacher in order to successfully complete the Junior Qualifying Examination.

4. A recommendation is made to the coordinator of the student’s major field, which is determined by simple majority vote of the committee.

5. The student is assigned to the 400 level or retained at the 300 level of applied study, based upon all factors reviewed.

6. Comment sheets from all members of the committee are returned to the student via his/her major professor with suggestions and recommendations. Area coordinators will inform the student upon completion of the Junior Qualifying Exam of the results. Area coordinators are responsible for completing and filing the necessary paperwork associate with Qualifying exams.

SENIOR QUALIFYING EXAMINATION

Near the end of their program or the semester before a full recital, and after consultation with the major professor, a student registers his/her intention to take the Senior Qualifying Examination. This examination takes the place of a regular jury for that semester.

Policies:

1. The Piano Proficiency Requirement must be met as a precondition to Upper Division Standing. Senior Qualifying examinations will only be given to students who have passed the Music Piano Proficiency Examination and performance majors who have previously passed the Junior Qualifying Exam.

2. Senior Qualifying Examinations will only be given to students who have achieved a grade of "C" or higher in Music 251, 252, 253, 254, 351, 352 and two semesters of Music History 359-361.

3. Successful completion of the Senior Qualifying Examination is a prerequisite for the presentation of a final degree recital.

4. The Senior Qualifying Examination may be taken only twice. If not
passed after the second attempt, the student will be decertified as a major in the music program.

Procedures:

1. A student wishing to take a Senior Qualifying Exam must complete a Senior Qualifying Form (a blank form is included in this handbook and may be easily duplicated). Once the student has completed the form, and obtained the signature of his/her studio teacher, the student must turn it in to the Music Advisor as soon as possible, but no later than 5:00 p.m. on Monday of the Closed Week of the semester in which the exam is to be given. The Piano Proficiency Exam must be passed before the student will be allowed to take the Senior Qualifying Exam.

2. The student appears before a representative committee of the area faculty and an outside representative for a period of 30 minutes. Approximately half of the time is devoted to performance; the remaining time to oral review of the student's academic and personal qualifications for successful completion of the program.

3. The student must hand in a draft of his/her recital program, including notes, to the studio teacher in order to successfully complete the Exam.

4. A recommendation is made to the coordinator of the student's major field, which is determined by simple majority vote of the committee.

5. The student is assigned to the 400 level or retained at the 300 level, based upon all factors reviewed.

6. Comment sheets from all members of the committee are returned to the student via his major professor with suggestions and recommendations. Area coordinators will inform the student upon completion of the upper division examination of the results. Area coordinators are responsible for completing and filing the necessary paperwork associated with Qualifying exams.

**COMPOSITION SENIOR QUALIFYING EXAMINATION**

The Senior Qualifying Examination in composition will be held near the end of the
student’s program, timed before the senior composition recital. This would be a comprehensive evaluation of a student’s original scores for the purpose of examining the student’s understanding of salient issues in contemporary composition including but not limited to æsthetics, style, and technique. Also included would be an assessment of the student’s knowledge in music theory and history.

Progress from MUS 256 to MUS 456 will be evaluated by submission of scores to the composition faculty. Existing requirements indicate that the student must also have passed his or her piano proficiency, certified as a composition major, and have earned at least a 3.0 in all core music theory courses.

Policies:

1. The Piano Proficiency Requirement must be met as a precondition to Upper Division Standing. Composition Senior Qualifying Examinations will only be given to students who have passed the Music Piano Proficiency Examination.

2. The student appears before a representative committee of the area faculty. Approximately half of the time is devoted to examination of the composition portfolio; the remaining time is devoted to oral review of the student’s academic and personal qualifications for successful completion of the program.

3. Successful completion of the Senior Qualifying Examination is a prerequisite for the presentation of a final degree recital.

4. The Senior Qualifying Examination may be taken only twice. If not passed after the second attempt, the student will be decertified as a major in the music program.

5. The student is assigned to the 400 level or retained at the 200 level, based upon all factors reviewed.

The Senior Qualifying Exam is not used to determine 400-level standing; that review is done separately at juries as recommended by the composition faculty.

Procedures:

1. A student wishing to take a Senior Qualifying Exam must complete a Senior Qualifying Form (a blank form is included in this handbook and may be easily duplicated). Once the student has completed the form, the student must turn it in to the Music Advisor as soon as possible, but no later than 5:00 p.m. on Monday of the Closed Week of the semester in which the exam is to be given. The Piano Proficiency
Exam must be passed before the student will be allowed to take the Senior Qualifying Exam.

2. A recommendation is made to the coordinator of the student's major field, which is determined by simple majority vote of the committee.

3. The student is assigned to the 400 level or retained at the 200 level, based upon all factors reviewed.

4. Comment sheets from all members of the committee are returned to the student via his major professor with suggestions and recommendations. Area coordinators will inform the student upon completion of the senior qualifying examination of the results. Area coordinators are responsible for completing and filing the necessary paperwork associated with Qualifying exams.