



GRADUATE PROGRAMS IN MUSIC

This manual is a guide for applicants, candidates, and faculty members in matters related to graduate studies in music. As such, it complements the university catalog. The catalog and manual together are binding on candidates for graduate degrees in the Division of Music. Questions about the manual or about graduate studies in music should be addressed to the Director of Graduate Studies in Music.

MISSION

The Division of Music of Samford University offers post-baccalaureate study leading to the following graduate degrees:

- **Master of Music (M.M.): Church Music**
- **Master of Music (M.M.): Piano Performance and Pedagogy**
- **Master of Music Education (M.M.E.):*** Vocal/Choral or Instrumental Music, Traditional Program

Applicants to this degree should hold initial teaching certification in music (the equivalent of an Alabama Class B).

- **Master of Music Education (M.M.E.):*** Vocal/Choral or Instrumental Music, Fifth-Year Non-Traditional program

To be eligible to enter the Fifth-Year Non-Traditional program, an applicant's undergraduate preparation must include courses in humanities, social sciences, natural sciences, and mathematics. Among these must be at least three credits in social sciences, four credits in natural sciences, and three credits in mathematics.

- **Special Graduate Status: Non-Degree**

Primary goals of students not seeking degrees are re-certification or continuing education in their professional fields.

**Offered in collaboration with the Orlean Bullard Beeson School of Education and Professional Studies.*

In addition, the Beeson School of Divinity offers a **Master of Divinity** degree with an emphasis in church music (M.Div./C.M.). Graduate students also may pursue both the Master of Divinity (M.Div.) and the Master of Music (M.M.) in Church Music.

ACCREDITATION

Samford University, a Carnegie Doctoral Research University, is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. The Division of Music is an accredited institutional member of the National Association of Schools of Music. All teacher education programs at Samford University are accredited by the National Council for Accreditation of Teacher Education and by the Alabama State Department of Education.

ADMISSION PROCEDURES

The following application materials should be sent to the Director of Graduate Studies in Music, School of the Arts, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229, (205) 726-2651, graduatemusic@samford.edu.

1. The completed Application for Graduate Studies in Music and application fee of \$35. *The application form may be obtained from the Division of Music office or the Samford School of the Arts website: www.samford.edu/arts. The check should be made out to Samford University.*
2. An official transcript from each institution attended since high school graduation. These records are used to verify the achievement of the applicant in previous study. *Transcripts must be sent directly from the records office of the institution to the Director of Graduate Studies in Music, School of the Arts, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229.*
3. An acceptable score (greater than one standard deviation below national mean), not more than five years old, on either the Graduate Record Examination (GRE) *or* the Miller Analogies Test (MAT). Applicants whose native language is not English may substitute the Test of English as a Foreign Language (TOEFL); minimum score of 550 (paper-based), or 213 (computer-based), or 79 (internet-based) is required. These examinations are used to evaluate the applicant's general knowledge and ability to comprehend and write at a level appropriate for graduate study. *These examinations are not offered at Samford University. They must be taken elsewhere and the score reports sent to the Director of Graduate Studies in Music, School of the Arts, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229.*
4. Three (3) recommendations from teachers who can assess the student's competence to undertake graduate study, using the Graduate Music Teacher Recommendation Form. *The form may be obtained from the Division of Music office or the Samford School of the Arts website: www.samford.edu/arts.*

A Bachelor of Music (B.M.) degree, or an equivalent degree, from an institution accredited by the National Association of Schools of Music is required for admission to all programs. An applicant whose undergraduate preparation does not meet these specifications may be admitted provisionally, with the requirement that course work stipulated at the time of admission be completed to ensure that preparation is equivalent to that of a graduate of the Bachelor of Music degree program offered by the Division of Music at Samford. Courses completed in satisfying this requirement must earn a grade of at least B and do not count toward the master's degree.

Unconditional admission to any program requires a grade-point average of 3.0 or above. Admission to the Master of Music Education programs requires a minimum grade-point average of 3.0 (on a 4-point scale) in music courses and on the undergraduate degree as a whole. There will be no exceptions. Minimum GPA for conditional admission to all other programs is 2.7 on a 4-point scale. Applicants for the Master of Music Education (traditional program) must also submit minimum scores of 150 on the Music: Content Knowledge Exam (Test #0013) on the Praxis II Examination.

International applicants must contact the Director of Graduate Studies in Music for additional procedures.

AUDITION/INTERVIEW

In addition to the application materials, each applicant must audition for the appropriate music performance faculty and be interviewed by the Director of Graduate Studies in Music. *Auditions are scheduled three times a year or, if necessary, at the mutual convenience of the applicant and the faculty in the particular performance area. Recorded auditions are acceptable in extenuating circumstances contingent upon prior approval.*

Area Audition Requirements:

Church Music: An audition in the principal performance area. The audition must be of at least 20 minutes duration and should include a variety of literature selected to demonstrate the range of the applicant's abilities.

Piano Performance and Pedagogy: An audition in piano performance (memorized), accompanying at sight, and technique (all major/minor scales and arpeggios at metronome marking quarter note=120 with four clicks per beat). The audition must be of at least 20 minutes duration and should include literature of at least two contrasting styles.

Music Education: An audition in the principal performance area and prepared accompaniment on either piano or guitar using primary chords for a song of the applicant's choice. The audition must be of at least 10 minutes duration and should include literature of at least two contrasting styles.

PRIORITY APPLICATION DEADLINES

May 1	Summer and Fall enrollment
October 1	Spring enrollment

ASSISTANTSHIPS

The Division of Music offers a number of graduate assistantships each year on the basis of school needs. Assistantships carry tuition reduction and may also carry a stipend. Each assistantship carries specific responsibilities.

Full-time degree-seeking graduate students in music may apply for a graduate assistantship by submitting the Graduate Music Assistantship Application and requesting that an individual who can describe his or her skills and potential as a graduate student complete the Graduate Teacher Recommendation Form. This individual may be one of the three references required for new applicants for admission.

Students seeking to renew their graduate assistantships must resubmit the Graduate Music Assistantship Application for each year. Based upon the application and evaluations by faculty and the Director of Graduate Studies in Music, graduate assistantships may be renewed for a maximum of two years for each degree earned.

Applications for the following fall term will be reviewed beginning March 1.

ENTRANCE EXAMINATIONS

Entering degree seeking graduate students will be examined in music history and music theory. These examinations cover the range of courses in these areas that are contained in a typical Bachelor of Music degree program. They are designed to evaluate the applicant's mastery of this material as a foundation for graduate study. Required remediation in deficient areas must be completed prior to commencement of regular graduate level courses in these same areas.

ENROLLMENT

Enrollment in the Master of Music or Master of Music Education programs may be on a full-time or part-time basis. The university recognizes eight (8) credits as the minimum full-time load in these

programs. Full-time enrollment is required of candidates holding an assistantship or receiving scholarship funds from the university.

A candidate may withdraw at any time. This should be done in writing to the Director of Graduate Studies in Music, with reasons stated. Should a former student wish to resume candidacy, he or she should contact the Director of Graduate Studies, who will, in consultation with the faculty of the Division of Music, determine if resumption is a possibility and what this would entail.

SPECIAL GRADUATE STATUS

Students wishing to enroll for graduate credit but not to seek degree candidacy may file an application for special graduate student status by submitting college transcripts and the Application for Graduate Studies in Music. Applicants accepted to this status may register for graduate credit in any course offered by the Division of Music, subject to permission of the area faculty upon examination of transcript, audition in an applied area, or the administration of the graduate exams normally given entering degree seeking graduate students. No more than twelve hours of graduate credit earned while in this status may be applied toward any Master's degree offered by the Division of Music.

TRANSFER CREDIT

If approved by the Director of Graduate Studies in Music, upon consultation with the faculty member and/or department chair, as many as twelve of the credits required for a Master's degree in the Division of Music may be transferred from other institutions. Transfer courses must have been completed within the six-year period prior to receipt of degree.

PROBATION

No course in which the grade earned is below B- may be counted toward the degree. A candidate must maintain a grade-point average of 3.0 (on a 4-point scale) to remain in good standing. Should the candidate's grade-point average fall below this standard, the candidate may be continued on probation for one semester to provide an opportunity to raise the average to 3.0. If this average is not achieved, the candidate is automatically withdrawn from the program.

PERFORMANCE STUDIES

Within the limits noted in each degree's curricular outline, candidates may include solo performance instruction as a part of the course of study. A student must present the equivalent of an undergraduate recital before beginning graduate study in a performance area that differs from the one in which the undergraduate recital was presented. Permission to study and perform in another area must be approved by the faculty of the Division of Music. The candidate is required to present a jury in each semester in which he or she is enrolled for two or more credits in a particular performance area.

GRADUATE HONORS IN PERFORMANCE

A candidate with the ability and desire to pursue studies in performance beyond those required for a graduate degree in church music and music education may apply for approval to earn a Graduate Honors in Performance. This is a defined course of study that requires the following coursework: (1) a minimum of four semesters of solo performance study; (2) courses in pedagogy and literature; (3) an independent study related to the performance area; and (4) the presentation of an additional full recital (50'-60') or its equivalent (two half recitals) beyond the performance requirements for the degree program, with documentation appropriate to graduate study. The curricular requirements are:

Four semesters of performance study	8-12 credits
Graduate-level study in pedagogy	1-3 credits
Graduate-level study in literature	2 credits
Independent study (MUSC 5662-5663)	2-3 credits
Graduate recital (MUSC 5699)	0 credits
Total	14-18 credits

Of these 14-18 credits, as many as seven may be elected within the traditional M.M.E. curriculum. A candidate in the traditional M.M.E. program must add at least seven credits to the regular curriculum to complete the program leading to the Graduate Honors in Performance.

Of these 14-18 credits, as many as four may be elected within the Fifth-Year Non-Traditional M.M.E. curriculum. A candidate in the Fifth-Year Non-Traditional M.M.E. program must add at least ten credits to the standard curriculum to complete the program leading to the Graduate Honors in Performance.

Admission to this course of study requires approval of the faculty in the particular performance area, based either on an entrance audition or a jury. Continuation in the program is based on satisfactory progress, as evaluated by the faculty in the performance area at each subsequent jury.

CULMINATING EVENTS

Application for Graduation. Candidates for the M.M. and M.M.E. must complete an Intent to Graduate Form with the Director of Graduate Studies in Music by the close of registration in the candidate's final semester.

Oral Comprehensive Examination. An oral comprehensive examination takes place during the final semester of enrollment, at least four weeks prior to graduation. This examination is designed both to measure the candidate's knowledge in the subject material covered in the course of study and to evaluate the candidate's ability to integrate this knowledge and apply it to professional practice. The examination is conducted by three faculty members and is chaired by the Director of Graduate Studies in Music. Weakness in a particular area may require the satisfactory completion of a specific written assignment at least two weeks prior to graduation.

Written Comprehensive Examination. Candidates in both M.M.E. programs must take a written comprehensive examination over the education components of the degree; the written comprehensive exam is administered by the School of Education and Professional Studies. **The candidate is responsible for arranging to take this examination.**

TIME LIMIT

Candidates have six calendar years from the time of initial enrollment in the graduate program to complete the degree. Candidates under extenuating circumstances may apply for a one-year extension.

FACULTY AND ADMINISTRATIVE SUPERVISION

The Director of Graduate Studies in Music serves as the advisor for students in the all graduate degree programs. In this role, the Director oversees the application process, approves course selection, monitors the satisfaction of requirements stipulated at the time of admission, offers counsel for professional development, schedules comprehensive examinations, and certifies the eligibility of candidates for graduation. Other members of the faculty are also available to provide counsel in their areas of instruction and with regard to the professional development of the candidate.

It is the responsibility of the candidate to insure that all requirements are satisfied. Toward this end, consultation with the Director of Graduate Studies in Music and other members of the faculty is encouraged. These persons will not, however, accept the candidate's responsibility. It is strongly advised, both for accuracy of records and for the protection of the candidate, that all inquiries and requests be made in writing.

Policies and procedures for all graduate programs are approved by the faculty of the Division of Music and carried out by the Director of Graduate Studies in Music, who is appointed by the Dean of the School of the Arts. Requests for exceptions to the provisions of the catalog and/or this manual should be directed to the faculty of the Division of Music through the Director of Graduate Studies.

CURRICULA

- **Master of Music: Church Music**
- **Master of Music: Piano Performance and Pedagogy**
- **Master of Music Education: Instrumental or Vocal/Choral Music, Traditional**
- **Master of Music Education: Instrumental or Vocal/Choral Music, Fifth Year Non-Traditional Program**
- **Master of Divinity: Church Music**
- **Master of Divinity and Master of Music: Dual Degrees in Divinity and Church Music**

For further information, contact:

Dr. Moya Nordlund
 Director of Graduate Studies in Music
 Samford University
 School of the Arts
 800 Lakeshore Drive
 Birmingham, Alabama 35229
 205-726-2651
 205-726-2165 (fax)
graduatemusic@samford.edu
www.samford.edu/arts

