



Doctor of **M**usical **A**rts
In **P**erformance
Handbook

Procedures for **DMA**
Performance **D**egree **P**rograms

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Doctor of Musical Arts Handbook

Procedures for DMA Degree Programs

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GENERAL DEGREE REQUIREMENTS

The Doctor of Musical Arts degree is offered with majors in performance (including conducting) and composition, with related fields in collaborative piano, composition, conducting, early music, jazz studies, music education, musicology, music and medicine, music theory, opera, performance, sacred music, or vocal pedagogy. Information regarding the major in composition may be found in the [Composition Student Handbook](#). The degree requires a minimum of three years of work represented by at least 90 hours beyond the bachelor's degree. In addition to the first 30 hours, or the equivalent of the master's degree in the major field, the program for the degree includes a minimum of 60 hours.

Acceptance into the Doctor of Musical Arts program involves the following steps:

- Apply for admission to the University through the Toulouse Graduate School (an evaluation of the student's transcripts will determine deficiencies in course work).
- Submit an acceptable score on the general aptitude test (Verbal) of the Graduate Record Examination (GRE) **or** pass the Graduate Writing Exam, given at the College of Music during. International students must submit a minimum score of 550+ (paper version) or 213+ (computer version) or 79+ (internet-based) on the Test of English as a Foreign Language (TOEFL). ([ELP](#))
- Be accepted to a specific degree program by audition for performance and conducting majors. See Admission Requirements below and individual divisions for specific requirements.
- Be accepted by the College of Music to do doctoral level work.
- Attend all orientation sessions scheduled by the Director of Graduate Studies in Music.
- Take the Graduate Placement Examinations (GPE) for doctoral students given by the College of Music. These examinations are taken during the orientation week of the first semester of enrollment as a doctoral student. Courses assigned as the result of the GPE must be completed within one calendar year.

Residency

The minimum residency requirement for performance students consists of two consecutive long semesters (fall and the following spring, or spring and the following fall) with a minimum load of 9 hours each semester. The minimum residency requirement for conducting students is four consecutive long semesters with a minimum load of 9 hours each semester. Conducting students in wind studies may satisfy the residency requirements by enrolling in two summer sessions, two long semesters, and two additional summer sessions, taken consecutively.

Hours used to establish residency must be hours that apply toward the degree. Undergraduate courses and deficiency courses are not counted towards the residency requirement. Courses in which a student earns a grade "C" or below and courses from which the student withdraws are not counted towards the residency requirement. Courses in which the student takes a grade of "Incomplete" are not counted towards the residency requirement unless the "Incomplete" is replaced with a grade of "B" or better. Finally, dissertation hours are not counted when determining residency.

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GENERAL DEGREE REQUIREMENTS

In addition to course requirements (consult [UNT Graduate Catalog](#)), each applicant for the Doctor of Musical Arts degree must meet the following requirements.

Placement Examinations

The Graduate Placement Examinations (GPE) in Musicology and Music Theory must be taken during orientation week of the first semester in which the student enrolls as a doctoral student. Orientation week takes place prior to the first week of classes in fall and spring. If remedial coursework is assigned based on the results of the GPE, the student must enroll in these courses in the first semester they are offered. Graduate music history courses taken as a result of the placement examinations may be counted toward the degree as electives, but not in the musicology component. Music Theory courses taken as a result of the placement examinations may not be counted towards the degree. Students continuing from a master's degree at UNT to a doctoral program are only required to take the placement exams they have not already completed the requirements.

Graduate Writing Exam

The Graduate Writing Exam (GWE) for Performance majors is offered by the College of Music three times annually: during New Student Orientation for the fall and spring semesters and once during the summer semester. The GWE is an alternative to the verbal GRE score required by the Toulouse Graduate School. Students may choose to take the on-campus GWE or submit a satisfactory GRE verbal score in order to be eligible to take graduate-level courses.

The text should be no longer than two hand-written pages. Your writing will be evaluated content, organization, punctuation, grammar and scholarly use of language/vocabulary appropriate for graduate work. Avoid using the first-person narrative voice if possible. The essay must be in the English language.

Introduction to Research

It is assumed that an entering DMA student will have had an Introduction to Research course at the master's level (please see the [Graduate Catalog](#) for course description). If not, he/she will be required to take Introduction to Research (MUMH 5010), no later than the second semester of graduate work to facilitate research. Hours earned do not count toward the degree.

Advisory Committee

The student's Advisory Committee should be selected and approved by the time the student has completed twelve hours of course work. The committee will include a member who has written a dissertation or similar doctoral document and is made up of:

- Major Professor

- Related Field Professor (related field representative)
- Committee Member (usually from the major field)

The student should file the Designation of Advisory Committee form with the Graduate Studies Office.

Degree Plan

The student should file a degree plan by the completion of twelve hours of course work. The degree plan, listing all courses required for the degree, must be approved by the student's major professor and submitted to the Director of Graduate Studies in Music. Forms for this purpose are available online on the Graduate Advising website: <http://music.unt.edu/advising/graduate.php>

Courses listed on the degree plan must carry letter grades with the exception of those courses in which the student is engaged in individual research and is not attending an organized class. These courses, with the approval of the department, may be assigned pass/no pass grades.

All changes in the degree plan must be submitted in writing, approved by the major professor and the Graduate Performance Degree Committee Chair, and filed with the Graduate Studies Office. Degree requirements are determined by the [Graduate Catalog](#) in force at the time the degree plan is approved by the Graduate Dean. Degree plans and Degree Plan Change forms may not be filed in the semester a student plans to graduate.

Related Field Course Requirements

All Doctor of Musical Arts degree candidates must include on their degree plan a related field of not fewer than 12 hours selected from the options listed below:

Collaborative Piano – Required: audition and MUAG 5260 and 5270 (6 hours); 6 hours selected from MUAG 6280, 6290, and 6370. Recommended elective: MUAG 5210 (may be repeated for credit).

Composition – See the Composition website for application information. Required: MUCP 5185 (6 hours); 6 hours selected from MUCP 5000- and 6000-level courses in consultation with the related field advisor.

Conducting – Pursuing a related field in conducting requires that the candidate apply to and be accepted by one of three areas: Choral Conducting, Orchestral Conducting, or Wind Conducting. The director of the discipline chosen will determine the candidate's curriculum in the related field. Choral Conducting: 12 hours selected from MUAG 5000, 5800, 5810, 6850; Orchestral Conducting: MUAG 6900 (Special problems: Orchestral Conducting, 3 hours), MUAG 6850 (9 hours); Wind Conducting: MUGC 5890 (3 hours); MUAG 5850, 5860, and 6850 (9 hours).

Early Music – Required: audition and 6 hours selected from MUMH 6520, 6530, and 6540 **OR** 3 hours selected from MUMH 6520, 6530, and 6540 and 3 hours selected from either MUMH 5610 and 6610; 4 hours applied instruction in appropriate field (MUAG 5900, period instrument or voice); 2 semester hours participation in Early Music Ensembles, MUEN 5430-5440.

Ethnomusicology - Required: MUET 5030 and 5220; and either 6 hours selected from MUET 5040, 5050, 5060, 5070, 5210; or 3 hours selected from that list and 3 hours of ensembles from African Ensemble, South Indian Ensemble, Balinese Gamelan, Afro-Cuban and Brazilian Ensemble.

Jazz Studies – Required: audition and MUJS 5470 and 5480 (6 hours); 3 hours selected from MUJS 5440, 5450, 5490, 5760, 5780, and 5900-5910; 3 hours of participation in jazz ensembles and applied study.

Music and Medicine – Required: MUAG 5450 and 6450; 6 hours selected from 5000- and 6000-level courses in areas outside of music in consultation with the related field adviser.

Music Education - Required: MUED 5120 and 5280 (6 hours); 6 hours selected from any MUED 5000 or 6000 level course. **Note:** If the student has taken either MUED 5120 or 5280 at UNT or the equivalent at another university (to be determined by the coordinator of the music education master's or doctoral program), the student may choose two other MUED 5000 or 6000 level courses.

Music Theory – 12 hours selected from MUTH 5080, 5090, 5355, 5360, 5370, 5400, and 6680. Classes taken as a result of the placement examinations may not be counted toward the degree. The classes used to fulfill the music theory component may not be duplicated in the related field (if Music Theory is the related field of choice).

Musicology – Required: MUMH 5020 (3 hours); 9 hours selected from any of the following (6 hours must be at the 6000 level) MUMH 5110, 5120, 5150, 5331, 5332, 5333, 5341, 5342, 5343, 5550, 5711, 6000, 6020, 6030, 6080, 6160, 6530, 6540, 6740, 6750, 6760 and 6770. Graduate classes taken as a result of the placement examinations may be counted toward the degree as electives, but not in the musicology/music theory component. The classes used to fulfill the musicology component may not be duplicated in the related field (if musicology is the related field of choice).

Opera – Required: 12 hours selected from MUAG 5640, 5650, and 5660. MUAG 5660 may be repeated as topics vary.

Performance – Required: audition and 12 hours selected of appropriate courses from MUAC (6500 level), and other courses in literature and pedagogy. Open only to those with a major in conducting or composition.

Sacred Music - 12 hours from MUAG 5285, 5286, 5287, 5288.

Vocal Pedagogy – Required: 12 hours selected from SPHS 5775, 5810, 5870 and 5900, and MUAG 5600, 5610 and 6900. Courses from both departments must be included.



Qualifying Examinations in Major Field

Related Field and Musicology/Music Theory Component

The Qualifying Examinations measure a broad knowledge of musical study. They are designed to establish the student's ability to engage both in scholarly research and in professional work in the major area supported by a complete musical comprehension and a broad perspective. These examinations are taken at the conclusion of 30 hours of coursework, and are coordinated by the major professor.

The student may take the qualifying examinations when the following conditions have been met:

- (a) All deficiencies have been removed
- (b) 30 hours of course work beyond the master's degree have been completed;
- (c) At least two degree recitals have been completed (for performance majors only);
- (d) An approved degree plan has been filed with the Graduate School.

The Qualifying Examinations are taken in two parts. The first part consists of written examinations in the student's major field (6 hours) and related field (3 hours). The examinations are graded by the major and related field professors, as well as by others who may be designated by the major professor. If the student passes these written examinations, the student proceeds to the second part of the Qualifying Examination. The student is required to complete a research project and pass a two-hour oral examination that includes questioning on the research project and on other areas appropriate to the degree. It is understood that the student may consult the major professor and the library, and that no other form of assistance is acceptable. The student's Examination Committee (the Advisory Committee plus one member of the music history and one member of the music theory faculty) administers this combined oral examination, although either the history or theory representative may be absent if necessary.

When all parts of the examination have been completed successfully, the student is recommended for admission to candidacy for the degree. The examinations may be taken no more than three times. All components of the examinations must be completed within 14 months. The student is admitted to doctoral candidacy by the Graduate Performance Degree Committee after the qualifying examinations have been passed.

Dissertation Enrollment

Before enrolling for MUGC 6951 (first dissertation recital), the candidate must first (a) be accepted into the program by audition and (b) file a degree plan. A dissertation recital is not permitted in the first semester of doctoral study without prior permission from the Graduate Performance Degree Committee and major professor. (See "Dissertation Recitals," below, for recital requirements.) Before the student may enroll in MUGC 6952, MUGC 6953 or MUGC 6954 they must have a [Degree Plan](#) and [Designation of Committee](#) form on file with the Graduate Studies Office. Candidates may complete three dissertation recitals before taking the qualifying examinations. The Topic Proposal application for MUGC 6954 may be submitted before the qualifying examinations have been passed.

After passing the qualifying examinations and having been admitted to candidacy, the student must maintain continuous dissertation enrollment in MUGC 6954 each long semester until the dissertation has been completed and accepted by the graduate dean. The only exceptions to this rule are MUGC 6951-6953, which do not require continuous enrollment. The student is not required to register for dissertation during the summer if UNT facilities and faculty are not available. The student must be enrolled in MUGC 6954 during the semester the final defense is given and the application for graduation is received in the Graduate School.

Note: Any students using human subjects as part of the dissertation research must obtain approval through the UNT Institutional Review Board (<http://www.unt.edu/ospa/compliance/humans.html>). This includes surveys and interviews.

Final Comprehensive Oral Examination/Dissertation Defense

Upon completion of the dissertation credits, the student is required to pass a two-hour final comprehensive oral examination and dissertation defense of his/her project before the Advisory Committee.

Evidence of Satisfactory Progress

A grade of “B” or better is required in all courses used to satisfy DMA requirements. This includes any course work that has been assigned as transcript deficiencies or Graduate Placement Exam deficiencies.

Time Limit

All work to be credited toward the doctoral degree beyond the master’s degree must be completed within a period of 10 years from the date doctoral credit is first earned. No course credit beyond the master’s degree that is more than 10 years old at the time the doctoral degree is completed will be counted toward the doctorate. Time limits are strictly enforced. Students exceeding the time limit may be required to repeat the comprehensive exam, replace out-of-date credits with up-to-date work, and/or show other evidence of being up-to-date in their major and related fields. Students anticipating that they will exceed the time limit should apply for an extension *before* their ninth year of study. Holding a full-time job is not considered in itself sufficient grounds for granting an extension. All petitions for extensions must be supported by the major professor and made in writing to the Graduate Performance Degree Committee.

Functions of the Graduate Performance Degree Committee (GPDC)

- To consider issues of policy for the degree program
- To consider DMA topic proposals for approval/denial
- To consider all petitions for exceptions, including time extensions, course substitutions, performances of degree recitals during first semester of study, etc.
- To serve as grading committee members for individual recitals

The Graduate Performance Degree Committee meets on the fourth Monday of each month during long semesters at 4:00 pm in the Dean’s Conference Room (unless otherwise posted of the Graduate Studies bulletin board). All materials for the Committee’s consideration must be submitted to the Graduate Office (MU 216A) on the following schedule:

Topic Proposals: Two week prior to the meeting

Petitions: On the Wednesday before the meeting. Petitions should be addressed to the chair of the GPDC and in letter form. They must also be accompanied by a letter of support from the student’s major professor.

Additional meetings and email ballots may be convened at the discretion of the Chair.

Application for Graduation

1. It is the responsibility of the student to stay abreast of progress toward the degree and to file the appropriate degree application in the office of the graduate dean. Students anticipating graduation should consult the [Academic Calendar](#) and the [Toulouse School of Graduate Studies website for filing deadlines, final dates for payment of fees and other graduation requirements.](#)

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Curricula for the Degree

Major Field in Performance

Last 60 Hours of Study

1. Major performance, 16 hours.*
2. Literature in the major field, 6 hours.
3. **Dissertation:** 12 hours, the written documentation should be at a level acceptable for juried publication.
Choose one of the following:
 - **Option I:** 3 recitals (3 credits each); 1 lecture-recital (50-60 minutes/3 credits); and performance and critical essay (25 page minimum)
 - **Option II:** 3 recitals (3 credits each); 1 lecture (50-60 minutes/3 credits); and thesis (30 page minimum)
 - **Option III:** 3 recitals (3 credits each); and doctoral document (3 credits) (100 page minimum)
4. **Related field:** 12 hours. Choose from one of the following areas of study: collaborative piano, composition, conducting, early music, jazz studies, music and medicine, music education, music theory, musicology, opera, performance, or vocal pedagogy. Specific graduate courses will be determined in consultation with the chair of the related area. See "Related Field Course Requirements," above, for the specific related field requirements.
5. **Musicology/Music Theory Component:** 12 hours.
 - **Musicology**, 6 hours; specific courses (6000-level) to be determined in consultation with the major professor.
 - **Music Theory**, 6 hours; the theory component for all students in the DMA program comprises two of the analytical techniques courses (MUTH 5355, 5360 and 5370). Up to 6 hours of this requirement may be substituted if, upon review of the transcript, the student has completed with a grade of B or better, graduate-level analysis courses with similar historical coverage at either this or another institution. In this case, other graduate music theory courses (5000- or 6000-level) may be taken to meet the theory requirement.
6. **Electives**, 2 hours. Choose from any field in music or outside of music. Two credits at the 5000 level may be applied to the category.

***Additional Requirements for Specialization in Woodwinds**

If a student chooses a major in woodwinds instead of a major in a single woodwind instrument, the requirements are 12 hours in the principal instrument, 6 hours in two other instruments and 4 hours in the two remaining instruments, for a total of 22 hours in performance.

Additional Guidelines for DMA students in the Keyboard Division

Teaching Fellows: Applications for Teaching Fellows must be received by the date stipulated on the application form, normally the first Monday in March. Applications received after this date will not be considered by the Division of Keyboard Studies.

Ethical Guidelines: This statement is intended to address faculty and student responsibilities with reference to working relationships in major or concentration applied lessons, composition major study, and graduate thesis direction.

- The College of Music recognizes the individual rights of all students to act independently in the pursuit of knowledge and to seek varying points of view.
- Students have the right to change teachers for the types of study listed above, but should follow the recommended procedure, i.e. the present teacher should be notified in a timely fashion, no later than the final day of the semester before the change is to occur. A student may notify his/her teacher solely in writing, if desired. Faculty are requested to wait until this notification has taken place before promising acceptance. It is understood that students shall suffer no negative repercussions as a result of changing teachers.
- Faculty members are expected to respect extant major-professor relationships and thus are not permitted to solicit a student directly or through any other person for the purpose of influencing a change of major professor.
- The relationship between teacher and student should be established, maintained, and terminated in a professional manner. Faculty members should respect the personal integrity and privacy of students at all times, while recognizing their responsibility to promote principles of ethical and professional conduct throughout the College of Music community.

Recital Attendance: Attendance at weekly departmental recitals is mandatory for all MUAM and MUAC students. More than two unexcused absences will result in automatic lowering of the semester grade. At the beginning of each long semester, each teacher is responsible for conveying this requirement to each of his or her students. Students who have a regular conflict at this hour may be excused if their teacher provides a written excuse to the department chair (organ) or the piano coordinator (piano). Excusable semester absences include: a regularly scheduled class which is crucial to the student's degree plan, a full-time job, or scheduled class piano teaching. The department chair or piano coordinator must approve other reasons.

Individual excused absences must be communicated in a timely fashion, in writing, to the department chair or piano coordinator and include illness (excuse must come from the Student Health Center), travel to a competition or concert, or conflict with a scheduled event in the student's major field of study. Two absences, for any reason, are allowed before a final grade is reduced. 1-2 additional unexcused absences shall result in a lowering of semester grade by 1/3 a letter (1 pt.). 3 or more unexcused absences shall result in a lowering of a full letter grade (3 pts).

FOR PIANO STUDENTS ONLY: Performance on a Piano Departmental is reserved exclusively for Piano Performance and Piano Pedagogy Majors. The entire full-time piano faculty must approve any exceptions.

After qualifying for performance, all DMA pianists will be expected to perform one recital of solo repertoire during each twelve-month period. Students unable to perform a recital for credit will be expected to perform a

non-degree recital. DMA students may perform a concerto (or other solo with orchestra) on two of their four required recitals. Pianists will be expected to perform a solo recital each year until they have completed their first three degree recitals. Students are exempt from this requirement during the twelve-month period allotted by the Graduate Performance Degree Committee for preparing, taking and passing the Qualifying Examinations. Once admitted to candidacy, students are exempt from this requirement.

Major Field in Performance (Conducting)

Last 60 Hours of Study

1. **Advanced conducting, applied conducting, and/or score reading and interpretation** (enrollment in one of the above is required every semester in residence, maximum of 12 hours).
2. **Choral Literature/Symphonic Literature/Wind Literature**, 6 hours (6 required in major area, 3 additional recommended).
3. **Dissertation**, 12 hours: the written documentation should be at a level acceptable for juried publication. Conductors can receive dissertation credit for concerts conducted in the first semester of residence, if approved by the major professor and the DMA committee. Recital requirements can be fulfilled by compiling numerous appearances on video tape throughout the candidate's residency, or by giving full-length concerts as approved by the major professor. Choose one of the following:
 - **Option I:** 3 recitals (3 credits each); 1 lecture-recital (50-60 minutes/3 credits); and performance and critical essay (25 page minimum)
 - **Option II:** 3 recitals (3 credits each); 1 lecture (50-60 minutes/3 credits); and thesis (30 page minimum)
 - **Option III:** 3 recitals (3 credits each); 1 written project (3 credits); and doctoral document (100 page minimum)
4. **Related field:** 12 hours. Choose from one of the following areas of study: collaborative piano, composition, conducting, early music, jazz studies, music education, music theory, musicology, opera, performance, or vocal pedagogy. Specific graduate courses will be determined in consultation with the chair of the related area. See "Related Field Course Requirements," above, for the specific related field requirements.
5. **Musicology/Music Theory Component:** 12 hours.
 - **Musicology**, 6 hours; specific courses (6000-level) to be determined in consultation with the major professor.
 - **Music Theory**, 6 hours; specific courses (5000- to 6000-level) to be determined in consultation with the major professor.
6. **Electives**, 6 hours. Choose from any field in music or outside of music. Six credits at the 5000 level may be applied to the category. Courses taken to fulfill the requirement need not be limited to one area of study.

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The Dissertation in Performance Consists of the Following:

Three recitals and one of the following options:

Lecture-recital (50-60 minute presentation) – this entails a *Performance and Critical Essay* in which the body of the work is no less than 25 pages.

Lecture (50-60 minute presentation) – this entails the completion of a *Thesis* in which the body of the work is of no less than 30 pages as well as a public presentation of the paper. There is no performance involved with this option.

Doctoral Document – There is no performance or lecture involved with this option. The body of the document must be no less than 100 pages.

Additional Submission Requirement:

- Copies of printed programs and CD recordings of each recital; and,
- A complete written version of the lecturer's research project (or written project) with abstract, bibliography, etc must be submitted to the student's recital committee one month before the scheduled recital date. The dissertation document is written to conform to style and format requirements of the Toulouse School of Graduate Studies. After these copies are reviewed, any suggestions or demands for revision are given to the student no later than two weeks before the recital. In the remaining time, the candidate consults with the major professor to make all revisions and prepare a lecture script. Due to reasonable limits of reading time, the lecture script may be a judiciously abridged version of the written dissertation document. See the Graduate Catalog for more information regarding the dissertation requirements.

Guidelines for Recitals 1-3

- A dissertation recital is not permitted in the first semester of doctoral study without prior permission from the Graduate Performance Degree Committee and major professor.
- Repertoire should be of a professional level in artistic merit and technical challenge. With the exception of chamber repertoire, pianists and vocalists are expected to perform entirely from memory; instrumentalists and conductors should consult with their area coordinator for specific memory requirements. All dissertation recitals in organ must include a minimum of 14 minutes performed from memory. Minimum length of a regular recital's total musical content is 50 minutes with the following exceptions: brass players and percussionists must include at least 40 minutes of music; choral conductors must include at least 30 minutes of music. Maximum length is 60 minutes.
- The major professor and the student may decide together that a portion of one DMA recital will be independently prepared by the student. The major professor will choose the work and hear it without

comment to determine if it is ready for performance. The remaining jurors will be informed as to which piece has been independently prepared. **(Conducting majors may not choose this option.)**

- For performance majors, two of the recitals must be solo recitals and the remaining recital may be flexible (for example chamber music, or an opera role, etc.). For students majoring in instrumental studies, all three major recitals must be comprised of classical works. Please see the individual division handbooks for further policies regarding repertoire. Exceptions to these policies will only be considered in response to written petitions to the Graduate Performance Degree Committee.
- Conducting majors will submit three recital videotapes (cumulative) in addition to the lecture recital. Individual performances may be combined onto a single videotape and submitted as one recital (3 hrs of dissertation credit). The content of each of the three tapes will be determined in consultation with the major advisor and must be approved by the Graduate Performance Degree Committee prior to the performances.
- Candidates may complete three dissertation recitals before taking their qualifying examinations. A topic proposal for the lecture recital may be submitted before the qualifying examinations have been passed.

Dissertation Submission Procedures

When it is time to submit your dissertation in your final semester of study, there are several steps you must complete before you are approved to submit your dissertation to the Toulouse Graduate School. Here is the procedure:

You must file for graduation with the Toulouse Graduate School. Be sure to check the [Toulouse School of Graduate Studies website for filing deadlines, final dates for payment of fees and other graduation requirements.](#)

Once you have successfully defended your dissertation (after the Lecture/Recital if applicable) you must submit a 'reading copy' of your final dissertation to the Office of Graduate Studies. *Reading Copy is defined as a black & white physical hard copy. (Double-sided is acceptable) Please do not bind or staple this copy.* Your major professor will submit your "Final Defense Form" to the Graduate Studies Office.

Dissertations must be submitted to the Graduate Studies Office TWO weeks prior to the Toulouse Graduate School deadline. Please pay attention to the schedule outlined by the graduate school. Submissions after this date will be considered for the following deadline.

The Graduate Studies Office will circulate your dissertation to the Instrumental/Vocal Studies chairman, Director of Graduate Studies and Dean of the College of Music for approval.

Once your dissertation has been approved you will receive an email from the Graduate Studies Office to inform you that your dissertation is ready for the final submission. Do not submit your paperwork to the Toulouse Graduate School prior to this approval. They will not accept a dissertation without the department's approval.

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RECITAL PROCEDURES

1. **You must be enrolled in the appropriate dissertation course (MUGC 6951-4), or fulfilling an incomplete from a previous semester, to receive credit for a dissertation recital.** Students who perform a recital without being properly registered may not receive credit for that recital.
2. Go online to www.music.unt.edu/events and www.music.unt.edu/roomview to research a date and time for your recital. The date you choose must be at least one month away. You may make a reservation in one of two ways:
 - Submit your request online at www.music.unt.edu/request . Follow the online instructions for obtaining faculty approval. **Your reservation is not guaranteed until faculty approval is received and appropriate fees are paid.**
 - Submit a Concert/Recital Request Form complete with faculty approval signature(s) and appropriate fees to the Concert Scheduling Office (MU 242).
3. After planning the recital's content in consultation with the major professor, a Dissertation Recital Application must be submitted to the Graduate Studies Office no later than one month before the proposed recital date for approval. Please note: the application form must be signed by the major professor and two area faculty members who agree to attend your recital and serve as jurors. One member of the Graduate Performance Degree Committee may be assigned as a juror. Students giving off-campus recitals must still file the appropriate paperwork with the Graduate Studies Office.
4. Students are responsible for providing a full program complete with date, time and location of performance, titles and dates of works, names and dates of composers, assisting performers and the appropriate recital course number (MUGC 6951-4) to Linda Strube in the College of Music Program Office (MU 241). This information is due NO LATER THAN three weeks prior to the performance. The student is also responsible for proofing the program once the first draft is completed by the Program Office. Contact lstrube@music.unt.edu or 940-565-3709 for assistance.
5. The recital must be professionally recorded. It is the candidate's responsibility to arrange for the recording through either the College of Music Concert Scheduling Office or an outside source. If the recording is prepared by an outside source, it must be properly labeled with the student's name, instrument, recital date, time, place and repertoire in correct track order. It is the student's responsibility to submit an outside recording immediately following the performance. Note that one CD copy of each recital must be included by the candidate as part of the final dissertation submission to the Graduate School; the candidate is advised to order an additional copy of the recording to keep for personal use.
6. The candidate must submit a copy of each printed recital program to the Office of Graduate Studies in Music. Printed programs may be submitted in advance or the day after the recital.

7. Each juror's written evaluative comments and recommended grade will be collected, retyped for anonymity, and forwarded to the major professor. The average of all grades submitted will be the final grade the major professor records for the dissertation credit.
8. For MUGC 6954, your topic must be approved by the Graduate Performance Degrees Committee before you may reserve a recital date. After your topic has been approved, follow the steps above.

Cancellations

If you cancel or postpone your recital, you must **immediately** inform the Concert Scheduling Office (MU 242) so the date and time can be made available to others and publicity concerning your event can be cancelled. The Graduate Studies Office must be notified of your new recital date/time with a Change of Date form.

For Assistance With Scheduling Or Reservation Issues Contact:

Joe Janes, Concert Scheduling Office (MU 242)
(940) 565-3707 joe.janes@unt.edu

Procedures for Off-Campus Recitals

All off-campus DMA recitals must be approved by the GPDC, to which the student must submit a formal petition. The petition must demonstrate the following things:

1. The actual solo playing time totals 50 minutes. Ensemble time only counts if the student is still playing or singing a solo line.
2. At least one member of the recital committee should be able to attend in person.
3. The student must submit a recording (this can be a CD or a DVD) of the performance to the Graduate Office. This is non-negotiable.
4. You may not combine performances. The entire performance must occur during one concert. (Conducting majors may split their events.)
5. The petition must include a letter or email from the professor in support of the off-campus performance.
6. The performance must be in the future. Do not submit DMA recital applications for performances that have already taken place.

Recital Application Form (for recitals 1-3)



Before filling this out this form, you **MUST** go to the Concert Scheduling Office (MU 242) to reserve your date/time. This applies to on-campus AND off-campus recitals.

Submit one copy of this completed application form to the Music Graduate Studies Office *no later than one month prior to the proposed performance date*

Name: _____ Instrument/Voice: _____
 UNT ID #: _____ Email: _____
 Phone: _____

You must be registered for one of the following this semester (or fulfilling an Incomplete from a prior semester) in order to receive recital credit. Circle one: MUGC 6951 MUGC 6952 MUGC 6953

Performance type: solo recital _____ chamber Music _____ concerto _____
 opera role _____ conduct an ensemble _____

Proposed performance date: _____ Time: _____ Place: _____
 Assisting performer(s): _____

Total duration of musical selection(s): _____ minutes

Attach your program listing **composer, composition title, date of composition, and duration** for each work.

You must also submit a complete program to the CONCERT PROGRAM OFFICE MU 241

Major Professor: "I have advised the student in the preparation of this program and endorse it for consideration."

Print/Type here Signature

Area Faculty Member: "I agree to attend this DMA recital and serve as a juror for the area."

Print/Type here Signature

Area Faculty Member: "I agree to attend this DMA recital and serve as a juror for the area."

Print/Type here Signature

_____ This application has been approved

_____ This application has not been approved for the following reason(s):

Graduate Performance Committee Chair Signature

Date

Request for Designation or Re-Designation of Advisory Committee

Instructions:

By the completion of 12 hours of graduate course work, the student must consult with the major professor concerning the appointment of an advisory committee. After the consultation, the student should fill out the form below and take it to each of the requested members and the Chairman of the appropriate degree committee for signatures. When the signatures have been obtained, the form should be returned to the Office of Graduate Studies in Music with a completed degree plan.

Name: _____ UNT ID#: _____
Degree Sought: _____ Major: _____
Minor/Related Field: _____ Instrument: _____

Requested Committee:

Major Professor: _____
Print/Type Here Signature Here

Minor/ Related Field Professor: _____
Print/Type Here Signature Here

Third Member: _____
Print/Type Here Signature Here

Approved, Chairman of Degree Committee: _____

Date: _____

Approved, Director of Graduate Studies: _____

Date: _____

Approved with the following provisions: _____

Approved Dean of Graduate School: _____

Date:

The Procedure for the Administration of the Doctor of Musical Arts in Performance
Major Field and Related Field Components of the Qualifying Examination

1. The student has chosen a major field and related field in consultation with the major professor.
2. After completing the following requirements the student may inform the major professor that he/she is prepared to be examined in the major field and in the related field:
 - a. All deficiencies have been removed.
 - b. 30 hours of course work beyond the master's degree have been completed.
 - c. At least two degree recitals have been completed.
 - d. An approved degree plan has been filed.
3. The student schedules the date for the major field and related field examinations with the Administrative Assistant for the Graduate Office using the Qualifying Examinations Part I form. The form requires signatures from the student's major and related field professors before the date will be reserved. A calendar showing available dates is posted on the Graduate Studies bulletin board.
4. The major professor collects the questions from the area faculty and assembles the major field examination in consultation with the student's advisory committee. The related field professor prepares the Related Field portion of the examination. The major professor and related field professor submit the assembled examination to the Administrative Assistant to the Graduate Studies Office.
5. On the specified date and time, the student will go to the Graduate Studies Office to receive the examination. The Administrative Assistant will accompany those taking any portion of the written examinations (i.e., major field, related field) to a prearranged room where they will complete the examinations.
6. The Graduate Office Administrative Assistant will collect the examination at the end of each allotted time period and will forward the examinations to the appropriate areas for grading.
7. Each portion of the examination will be graded by those faculty members contributing questions. The examination booklet should be photocopied by the Administrative Assistant to the Graduate Office and circulated. The graded written examination, with faculty comments, must be returned to the Graduate Office for the student's file within one week of the completion of the examination.
8. Exams and results will be placed in the student's file. Failed portions of the examination must be retaken within one year. Students may attempt the written examination up to three times. If the student fails any or all portions of the examination on the third attempt, he/she may be disqualified from the DMA program.
 1. Once the student passes all portions of the written examinations, he/she will be permitted to take the Research Project and Oral Examination. Students may attempt the oral examination up to three times. If the student fails this portion three times, he/she may be disqualified from the DMA program.

The Procedure for the Administration of the Doctor of Musical Arts in Performance
Oral Examination Component of the Qualifying Examination

1. The DMA student signs up for, takes, and passes the Written Qualifying Examinations in the major field and related field.
2. The Oral Examination should be completed within one month following notification of pass the Written Qualifying Exam.
3. The student's Oral Qualifying Examination Committee will consist of the Student's advisory committee (major and related field professors, and another major area representative)
4. The student and the examining committee agree on a date for the Oral Qualifying Examination. The student fills out the Oral Examination Scheduling Form (located in the Graduate Studies Office). The student must fill out the form, obtain the appropriate signatures and return the form to MU 216A. **The form is due 2 weeks prior to the exam date.**
5. At the assigned date the student undergoes the Oral Qualifying Examination administered by all members of the examining committee. Questioning will include questions in the major field, related field and general musical knowledge.
6. The examining committee recommends a pass or fail of the Oral Qualifying Examination. **All components of the qualifying examinations must be completed within 14 months**

HOW TO SIGN UP FOR DMA QUALIFYING EXAMINATIONS

Written Examinations:

- 1) Available exam dates will be posted on the Graduate Studies Office bulletin board at the beginning of each fall and spring semester (first Monday of the semester). No other dates will be available. There are no summer exam dates.
- 2) Complete the form entitled “Qualifying Examinations Scheduling Form Part I” completely and obtain the signatures of your major professor and related field professor. This will commit them to prepare and grade your examinations for submission to the Office of Graduate Studies.
- 3) Send the completed form to the Graduate Studies Office (if off-campus, the address is on the form). It must be submitted three weeks prior to the exam. If your form is not submitted, then your name will be taken off of the list and your spot will be made available to other students.
- 4) You and your professors will receive information about the test via email one week prior to your exam.
- 5) Arrive at the Office of Graduate Studies ten minutes prior to your exam time. If for any reason you cannot make your scheduled date, please inform the Graduate Studies Office immediately via email at cory.ando@unt.edu. Be sure to copy your major professor on the email.
- 6) The Procedure for the Administration of the Doctor of Musical Arts in Performance

Oral Examination Component of the Qualifying Examination

1. The DMA student signs up for, takes, and passes the Written Qualifying Examinations in the major field and related field.
2. The Oral Examination should be completed within one month following notification of pass the Written Qualifying Exam.
3. The student’s Oral Qualifying Examination Committee will consist of the Student’s advisory committee (major and related field professors, and another major area representative)
4. The student and the examining committee agree on a date for the Oral Qualifying Examination. The student fills out the Oral Examination Scheduling Form (located in the Graduate Studies Office). The student must fill out the form, obtain the appropriate signatures and return the form to MU 216A. **The form is due 2 weeks prior to the exam date.**
5. At the assigned date the student undergoes the Oral Qualifying Examination administered by all members of the examining committee. Questioning will include questions in the major field, related field and general musical knowledge.
6. The examining committee recommends a pass or fail of the Oral Qualifying Examination. **All components of the qualifying examinations must be completed within 14 months.**

MAJOR AND RELATED FIELD WRITTEN QUALIFYING EXAM FORM

Fall 2011

Qualifying Examination Part I

Submit this application form to the Music Graduate Studies Office (216A) no later than **THREE WEEKS PRIOR to the examination date. This form is CRITICAL to assembling your exam. Late forms will not be accepted. No exceptions.**

Name: _____ Instrument/Voice: _____
 UNT ID #: _____ Email: _____
 Phone: _____

Major Field and Professor name:	_____	_____
	Major Field	Professor
Related Field and Professor name:	_____	_____
	Related Field	Professor

Place an "X" by the date that you reserved on the bulletin board sign-up list.

_____ Sept 12-13 _____ Sept. 19-20 _____ Oct. 10-11 _____ Oct. 31
 _____ Nov. 1 _____ Nov 21-22

A room in the College of Music has been reserved for your written exam.

Examining Committee: "I agree to serve on this applicant's examining committee and prepare an exam for the dates indicated above."	
Major Professor:	_____
	Print/Type here Signature
Related Field Professor:	_____
	Print/Type here Signature

ORAL EXAM COMMITTEE FORM

Qualifying Examination Part II

Submit this application form to the Music Graduate Studies Office (216A) no later than **Two weeks prior to the exam. No late forms will be accepted**

Name: _____ Instrument/Voice: _____
 UNT ID #: _____ Email: _____
 Phone: _____

Research Project Start Date: _____
 Topic will be e-mailed to the address above by 9:00 a.m. on the start date. Project is due at 9:00 a.m. two weeks from the start date.

The oral examination will take place 1 week after the Research Project is returned by the student.
The student is responsible for setting a time and place for the oral exam and reserving the room through www.music.unt.edu/roomview and www.music.unt.edu/request.
 Be sure your committee members will be available to grade your research project one full week before your oral exam date.

Oral Exam date: _____ Time: _____ Place: _____

Examining Committee (Advisory Committee plus one history and one theory representative): "I agree to serve on this applicant's examining committee, and I agree to the exam dates listed above."			
_____ Major Professor (please type/print)	Signature	_____ Related Field (please type/print)	Signature
_____ Committee Member (please type/print)	Signature	_____ Music Theory (please type/print)	Signature
_____ Music History Representative (please type/print)	Signature	*both must participate in the research project design but one may be absent for the oral defense/examination if necessary	

_____ This application has been approved	This application has not been approved for the following reason(s): _____ _____
_____ Graduate Performance Degree Committee Chair Signature	_____ Date

General Definition of DMA Document

The DMA dissertation consists of all required recitals plus the written document. The written document will represent original specialized research and an advanced level of musicianship. Successful documents will define a clear and focused topic and articulate an original and supportable argument regarding that topic. The document will be conceived as a scholarly contribution to the field of performance. Before submitting a DMA Topic Proposal, the student should:

- a) complete sufficient work on the project to define a topic
- b) articulate a purpose and a provisional argument
- c) identify the scholarly field(s) and research methods most appropriate to the project
- d) have familiarity with the relevant bibliography.

Consult with members of your Advisory Committee **before** submission to the Graduate Performance Degree Committee.

Formats for the final paper:

- Lecture/recital performance based on a submitted paper of no less than 25 pages
- Lecture presentation based on a submitted paper of no less than 30 pages
- A submitted paper of no less than 100 pages

Based on the format that you have selected for your doctoral document, one or more of these research methodologies may be appropriate:

- Critical edition or transcription with introduction and critical commentary
- Historical musicology
- Music pedagogy
- Music theory and analysis
- Performance guide
- Scientific method as it applies to performance, including music and medicine

General Definition of the DMA Topic Proposal

The Graduate Performance Degree Committee is charged with ensuring that all doctoral documents reflect basic standards of musicianship, scholarly relevance, and academic responsibility. To that end, the purpose of the DMA Topic Proposal is to enable the Graduate Performance Degree Committee to evaluate the feasibility and scholarly significance of the proposed project. Successful Topic Proposals will explain the topic with which the project is concerned, present a cogent argument, demonstrate the project's contribution to existing scholarship, identify the evidence and methods that will be used to support the argument, and display the author's competence with English prose style and organization. The sections required in all DMA Topic Proposals ensure that these goals are met; see below for detailed descriptions of each section. In general, it is essential that the topic and the argument be clearly defined and that everything included in any section of the Topic Proposal be explicitly related to the topic. Since irrelevant evidence or methodology weakens a Topic

Proposal, the following items should be omitted unless they pertain directly to the central argument of the project: biographical information regarding composers; harmonic, motivic, or formal analyses of music; summaries of music history during a given period. Since the intended reader of the Topic Proposal is a scholar or expert, avoid the style or content of program notes. Students planning to conduct interviews as part of their research must provide evidence of contact with each interviewee as well as sample questions.

Required Sections for All DMA Topic Proposals

The following six sections are **required** in all DMA Topic Proposals. **Please use the template provided by the Music Graduate Office which defines the sections required for the proposal.** The sections on “Significance and State of Research” and “Purpose” may occasionally be reordered or combined, as long as the central goals of each section are met.

Title Page: The title page should follow the correct form for documents submitted to the University of North Texas (see template). The title should describe the scope and methodology of the project in as few words as possible. Determine the key concepts and methods of the study before attempting to form a title (e.g. manuscript, analysis, statistical, survey, edition, etc).

Purpose: The purpose is usually posed as a problem to be solved, an issue to be resolved, a question to be answered, or an anomaly to be explained. It should culminate in a statement of your argument, even if that argument is still provisional. The statement of purpose should be justified by the Significance and State of Research.

Significance and State of Research: This section must establish the context within which the current project fits, define the topic of the project, and make a strong case for the importance of the topic. In order to argue convincingly that a given topic is significant, that a new approach is necessary, or that new evidence should be brought to bear, one must include a summary of previous research. All doctoral documents include a section, often as part of the Introduction, regarding the state of research pertaining to the topic. The purpose of this section in both the doctoral document and the Topic Proposal is to identify the salient available literature on a given subject and to appraise that literature in order to justify the need for the current study. Research included should represent a variety of bibliographic formats, including (but not limited to): books, essays, articles in journals and periodicals, scores and recordings, editions both practical and scholarly, and articles in detailed scholarly dictionaries such as the *New Grove Dictionary of Music and Musicians*. **Do not claim that nothing has been written about a given topic.** Even if a particular musical work or problem has largely escaped scholarly attention, the methods and findings of scholarship addressing related works or problems are relevant to the inquiry as well and should be addressed in this section.

Method: This section explains in detail how the research will be undertaken. The methods described must support the statement of purpose; that is, they must display the potential of solving the problem, resolving the issue, answering the question, or explaining the anomaly that is the focus of the Topic Proposal. The methodology chosen must reflect the concerns of the scholarly field(s) appropriate to the project. Some projects may require a combination of methods and contribute to multiple fields.

- Critical editions or transcriptions require descriptions of the source materials used and an account of the methods used in critical decision making.
- Historical musicology research requires an account of the primary documents or other sources that will be used as evidence and an explanation of the interpretive method(s) that will be applied to that evidence.
- Music pedagogy or other research involving experimental methods requires a comprehensive account of the proposed experiment(s).
- Theoretical or analytic projects must identify what music will be analyzed and identify appropriate analytical method(s) for that music; in addition, the analytical method(s) must be demonstrated by means of specific examples, including musical excerpts.

- Performance guides must identify the technical or musical challenges posed by the chosen repertoire and present an account of the methods used to solve the problems. For more details, please see the Guidelines for Performance Guides later in this document.
- Topics requiring scientific research should demonstrate competence with the statistical and/or scientific methods to be used. In addition, include an account of the experiment to be conducted.

Students planning to conduct interviews as part of their research must provide evidence of contact with each interviewee as well as sample questions. You must obtain the necessary approval from the Institutional Review Board for the Protection of Human Subjects (IRB) before conducting these interviews. Further information can be found on the IRB website: <http://research.unt.edu/ors/compliance/human.htm>

Tentative Chapter Headings: This portion of the proposal should consist of chapter numbers and their proposed titles in the form of an outline similar to a table of contents. The outline should be as detailed as possible, particularly when theoretical analysis is included (“Analysis of Movement Four” is not sufficiently specific). It is highly recommended that the Topic Proposal also include a prose description of the content of each chapter.

Bibliography: The goal of the bibliography is to include all of the literature relevant to and significant to the topic at hand. The organization of the bibliography evolves from its length: extensive bibliographies frequently divide their entries into categories (books, articles, scores, etc), while shorter bibliographies do not. Citations to textbooks or shorthand reference works (such as Grout/Palisca/Burkholder’s *A History of Western Music* or Baker’s *Biographical Dictionary of Musicians*) are not appropriate, but citations to scholarly literature, relevant editions, and/or primary source material are required. Depending upon the nature and scope of the project, a discography may also be relevant. Any source referred to in the Topic Proposal must be cited in the bibliography as well.

General Information

Topic Proposal Format, Length and Style

Students should consult the file of successful Topic Proposals at the Graduate Office as well as the Toulouse School of Graduate Studies website, www.tsqs.unt.edu, for templates and other relevant information before beginning the Topic Proposal. The Proposal should be submitted in double spaced, 12-point, Times New Roman font with standard margins. Citation throughout the Proposal should comprise footnotes or endnotes presented according to the guidelines provided in Turabian or Wingell and Herzog (see Selected Resources, below). Any source referred to in the Topic Proposal must be cited in the body of the proposal itself as well as in the Bibliography. All musical examples or imported images should be reproduced in high quality scans (300 dpi or higher). The Topic Proposal as a whole should consist of 10-15 single-sided pages (not including musical examples). Do not exceed 15 pages.

The Topic Proposal should demonstrate your familiarity with and capability of producing scholarly prose in English. Its tone should be impersonal and unbiased. Its grammar and syntax should be free from error, and its overall structure should be clear and easy to follow. A highly recommended method of editing is to read the Proposal aloud to yourself or to another person. For detailed accounts of effective prose style, consider Strunk and White, Wingell, and Wingell and Herzog (see Selected Resources, below).

Any topic involving human subjects must have IRB approval (see website above).

Submitting the Topic Proposal

Students should circulate their Topic Proposals multiple times to all members of the Advisory Committee **before** submission to the Graduate Performance Degree Committee. Topic Proposals are due to the Graduate Office for consideration by the GPDC as early as possible but no later than three months before the proposed performance/presentation date. The GPDC meets on the fourth Monday of the month during long semesters unless otherwise posted. Topic Proposals must be submitted to the Graduate Office at least two

weeks prior to the monthly meeting in order to be considered at that meeting. The GPDC will not consider Topic Proposals during the summer. Students should submit 8 physical copies and email an electronic version to cory.ando@unt.edu.

Guidelines for submitting Performance Guides

Performance Guides explore cases in which genuine complexities arise in the relationship between musical notation and the moment of performance. They merge score study with contextual investigation of musical styles and performance practices in order to aid contemporary performers in the thoughtful and informed presentation of a musical work. Program notes do not constitute a performance guide. Appropriate topics for Performance Guides include:

- Transcription of notation of earlier centuries into modern notation for modern instruments
- Performance of compositions that borrow from non-Western or vernacular performance styles, or that call for realization on Western instruments of sounds, timbres, or styles typical of non-Western instruments
- Explanation of how non-traditional notation in works of recent decades is to be performed
- In the case of aleatoric music, or other music requiring improvisation, explaining how to assess the musical effectiveness of one or more realizations
- Notation of improvisatory techniques used by masters of a performance idiom, so that the improvisatory character might be realized by a contemporary performer. This might include Baroque improvisation, ragas, etc. for which recordings exist but no musical notation has been published
- Discussion of simplifications of scores requiring extreme virtuosity, examples of which would be some compositions of Paganini, Liszt, Stravinsky, Boulez and others
- Discussion of various existing manuscripts of a composition, or of the relative merits of various editions

Selected Resources

Holoman, D. Kern. *Writing About Music: A Style Sheet from the editors of 19th-Century Music*. Berkeley: University of California Press, 1988.

Ogden, Evelyn Hunt. *Completing Your Doctoral Dissertation or Master's Thesis in Two Semesters or Less*. Lancaster: Technomic Publishing Company, 1993.

Strunk, William, and E. B. White. *The Elements of Style*. Boston: Allyn and Bacon, 2000.

Turabian, Kate. ***A Manual for Writers of Research Papers, Theses, and Dissertations : Chicago Style for Students and Researchers*. Rev. Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, and University of Chicago Press editorial staff. Chicago: University of Chicago Press, 2007.**

Wingell, Richard. *Writing About Music: An Introductory Guide*. 3rd ed. Upper Saddle River, NJ: Prentice Hall, 2002. (4th ed., 2009).

Wingell, Richard and Sylvia Herzog. *Introduction to Research in Music*. Upper Saddle River, NJ: Prentice Hall, 2001.

INSERT YOUR DOCUMENT TITLE HERE

Lecture Recital Proposal Prepared for the Degree of
DOCTOR OF MUSICAL ARTS

UNIVERSITY OF NORTH TEXAS

Summer 2010

Approved:

Thomas Smith, Major Professor

Richard Jones, Related Field Professor

Harold Green, Committee Member

TOPIC PROPOSAL FORM

LECTURE-RECITAL, LECTURE WITH THESIS OR DOCTORAL DOCUMENT

Submit 8 copies of both this cover form and your topic proposal to the Music Graduate Studies Office.

(staple cover form to each proposal copy)

*Proposals are due TWO WEEKS before the Committee meeting
and at least three months before the proposed performance/presentation date.*

Mail to: **UNT College of Music, Office of Graduate Studies**
Box# 311367 Denton, TX 76203

Name: _____ Instrument/Voice: _____
UNT ID #: _____ Email: _____
Phone: _____

Option selection: Lecture-Recital Lecture with Thesis Doctoral Document
(no presentation is required)

Title of project: _____

Total duration of musical selection(s): _____ minutes (max 30 minutes for the lecture-recital option.)

Advisory Committee: "I have read this proposal, reviewed it with the candidate, and advised the student accordingly. I endorse this proposal."

Signature of major professor

Signature of related field professor

Signature of committee member

_____ This topic has been approved.

_____ This topic has not been approved for the following reason(s):

Graduate Performance Degree Committee chair/date:

LECTURE RECITAL OR LECTURE WITH THESIS (MUGC 6954) PERFORMANCE/PRESENTATION DATE REQUEST FORM



Before filling this out this form, you MUST go to the Concert Scheduling Office (MU 242) to reserve your date and time. This applies to on-campus AND off-campus recitals.

Your topic must be approved the Graduate Performance Degrees Committee before you may submit this form.
 Submit to the Music Graduate Studies Office no later than one month prior to the proposed performance/presentation date.

Name: _____ Instrument/Voice: _____
 UNT ID #: _____ Email: _____
 Phone: _____

Option selection: _____ Lecture-Recital _____ Lecture with Thesis _____

Proposed performance date: _____ Time: _____ Place: _____
 Assisting performer(s): _____

Total duration of musical selection(s): _____ **minutes (max 30 minutes for the lecture-recital option.)**

Advisory Committee: "I have read the proposal and advised the student accordingly. I believe that this student is ready to proceed with a date for the lecture-recital or lecture with thesis and I agree to read the finished document, provide feedback and attend the recital."

Major Professor: _____
 Type here Signature

Area Faculty Member: _____
 Type here Signature

Area Faculty Member: _____
 Type here Signature

_____ This application has been approved _____ This application has not been approved for the following reason(s):

 Graduate Performance Committee Chair Signature Date