

University of North Texas
College of Music
Handbook for Keyboard Division – Secondary Piano Students
Updated Spring 2024

This handbook is intended to represent current policies and practices in the UNT Keyboard Division/Piano Area. It is provided as an aid to students and faculty. In the event of conflict with existing or future college or university policies, such policies will take precedence.

SECTION I. PIANO AREA GENERAL INFORMATION

There are three classifications for piano study at UNT: Performance (MUAM), Concentration (MUAC) and Secondary (MUAS). Performance students must enroll in piano for at least 3 credit hours per semester. Concentration students enroll for 2 credit hours (1 credit hour for jazz students after two semesters) and Secondary students enroll for 1 hour of credit per semester. Students enrolling in 2 or more credits receive one hour of private instruction per week. Students enrolling in 1 credit receive one half hour of private instruction per week.

SECTION II. SECONDARY/ELECTIVE PIANO (MUAS)

Qualifying Applications

Secondary piano lessons are available to music majors who have previously passed the Piano Placement Exam or completed Piano IV (MUAG 1014). Non-music majors must submit a qualifying video to determine eligibility. Specific audition repertoire is listed on the application form. If accepted, applicants will be sent a registration code to enroll in the course. The attached application can be submitted once registration opens each semester.

Jury Repertoire and Grading

Secondary Piano students are required to play a jury each semester. The jury repertoire consists of the following:

- One contrapuntal piece (Bach, Scarlatti, Telemann, etc.)
- One movement of a sonata or sonatina
- Other repertoire to be memorized (at least 3 pages)

The scale routine is not required for Secondary piano juries. However, organ majors studying Secondary Piano should consult the organ handbook appendix for specific requirements and expectations.

If the student does not play a jury, he/she will receive a final grade of F. Juries are generally scheduled on the Thursday before finals week.

Attendance Policy

Secondary piano lessons are 30 minutes once a week with a graduate teaching assistant. Perfect attendance at private lessons is required. Any more than three unexcused absences will result in the student being dropped with a W. Each teacher should have his/her students read and sign the policy sheet at the beginning of the semester.

Absences on the part of the student need not be made up by the instructor. Unavoidable absences may be made up at the discretion of the instructor. As a rule, the instructor will only make up a lesson that he or she must miss. If a student has a conflict with the scheduled lesson time, it is the student's responsibility to switch times with another student, or find a mutually convenient alternate time.

Departmental Recital Attendance

Attendance at the Thursday weekly departmental recitals is NOT required for Secondary students enrolled in 1 credit hour of piano lessons.

Semester desired: Fall Spring

Today's DATE _____

Division of Keyboard Studies **Secondary PIANO Application**

Lessons may be available for 1 credit hour if you have enough prior experience in piano. The private lessons are 30-minutes once a week with a graduate Teaching Assistant in a studio on campus. The final grade includes a performance of music learned during the semester for a jury panel during pre-finals week. Lesson times are coordinated with the instructor at the beginning of the semester. A short video audition is required for non-music majors and students who have not passed the Piano Placement exam or completed MUAG 1014. See below for instructions.

Name _____	Student ID# _____
Last	First
UNT E-MAIL ADDRESS is REQUIRED: _____	
What is your major at UNT? _____ Number of years of previous piano lessons: ____	
Reason for wanting to enroll in Secondary piano lessons:	

A short audition is required if you have not passed the Piano Placement Exam or MUAG 1014. List instructor and semester Proficiency was passed _____.	
Return this part of the form to MU244 or e-mail to diana.cooley@unt.edu .	

Secondary Piano Video Audition Requirements

To complete your application, a short audition is required if you have not passed the Piano Placement Exam or completed MUAG 1014. Please upload a video recording of the following material using YouTube, Dropbox, or similar web service. At the beginning of the recording, clearly state your name. Then send an email to Steven.Harlos@unt.edu telling him you have a recording to view for Secondary Piano lessons and include the link. Dr. Harlos will review it and respond to you about registering for the course. **For more information, see the Handbook for Secondary Piano Students at piano.music.unt.edu.**

Audition material:

1. A short Bach, Scarlatti, or Telemann piece
2. Any sonata or sonatina
3. A short piece from memory

Preference will be given to applications received by August 15 for the fall and January 5 for the spring.