## School of Music Handbook
### 2023-2024

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Welcome and Introduction

Welcome to The University of Tulsa’s School of Music. Your decision to attend TU will prove to be one of the most important and pivotal decisions of your life. The education you receive will become the foundation upon which you build the framework of your career in music. During your time at TU, you will develop lifetime relationships with the professors, mentors, and new friends. All School of Music faculty pledge their commitment to the pursuit of excellence in the classroom and the concert hall, and to guide you toward achieving your musical, professional, and personal goals while at The University of Tulsa.

The School of Music Handbook has been compiled for the purpose of answering frequently asked questions about day-to-day procedures and programs. It is designed to assist music students by providing information about music organizations, policies, requirements, and facilities. We have made every effort to ensure this information is accurate and up to date; however, we are always interested in making improvements. If you have any comments or suggestions, we would like to hear from you.

You can contact the School of Music by phone at 918-631-2738, or you can email me directly richard-wagner@utulsa.edu. Please let us know how we can assist you.

I look forward to getting to know each one of you as the academic year progresses. I also look forward to hearing you perform, whether as an ensemble member or as a soloist. On behalf of the faculty, staff, and administration, we are pleased that you have selected The University of Tulsa, and we welcome you to the School of Music.

Richard Wagner
Director, School of Music
Degree Programs Overview

The Bachelor of Arts in Music
The Bachelor of Arts in Music degree is designed for students who are seeking a concentration in music within the context of a broad liberal arts program. In the B.A. program, you will take a designated core of music classes with the rest of your coursework being distributed among other subjects. Students who are interested in a double major combining music with another academic discipline often select the B.A. Other students choose the B.A. because it gives them great flexibility to select courses that complement their varied interests.

The Bachelor of Music
Students preparing for careers in performance, composition, or university teaching frequently choose the Bachelor of Music program. In this curriculum, you will take most of your course work in music, including many advanced courses in music history and theory. If your major is vocal or instrumental performance, you will give both a junior and a senior solo recital as part of your degree requirements. If your major is composition, you will prepare a portfolio of your work and present a recital of your compositions during your senior year. Many students who earn the Bachelor of Music degree continue their musical studies in graduate school.

The Bachelor of Music Education
Bachelor of Music Education graduates qualify for certification to teach music in grades K–12, including elementary general music, as well as their choice of secondary instrumental music, vocal music, or both fields. Our music education graduates become successful teachers and performers who are sought out by schools as well as by prestigious graduate programs in Oklahoma and beyond.

For information on teacher certification, see http://www.utulsa.edu/education.
The Music Minor
Students from other disciplines may complete a minor in music. The minor includes three hours of work in music theory, six hours in music history and literature, one hour of ensemble participation and two hours of instrumental or vocal applied study. A student can select an additional three credits of music electives for inclusion in the music minor.

The Film Scoring Emphasis
B.M. Composition and B.A. Music majors may optionally choose to add an Emphasis in Film Scoring. The core film scoring courses consist of Introduction to Film Scoring (MUS 3223), Scoring Music for Video Games (MUS 3413), Film Scoring Workshop (MUS 4183), Introduction to Digital Recording (MUS 3113), and Music and Film (MUS 2133). This curriculum provides knowledge and skills in the art, technology, and business of scoring music for visual media, along with a foundation in basic musicianship, music composition, theory and analysis, orchestration (instrumentation), conducting, and music literature. The curriculum also requires collaboration between composers and filmmakers, as well as participation in student film music recording sessions, often under the tutelage of major Hollywood composers.

Music for Non-Music Majors
All TU students, regardless of their major, are encouraged to participate in the University's musical organizations. Membership in these ensembles is by competitive auditions that are open to all students. In addition, talented non-majors may qualify for a music scholarship. Students who are awarded music scholarship are encouraged to enroll in private lessons.

All TU students enrolled in private lessons (both music majors and non-majors) will incur a fee of $200 per credit hour for studio instruction. This fee is necessary to offset the high cost of one-on-one instruction.

Applying to The University of Tulsa and the School of Music
Application Overview
If you are interested in music at The University of Tulsa, you should first apply for admission to the university through the Office of Admission. After you have submitted your application, you will need to schedule an audition with the School of Music. Live music auditions are scheduled on specified dates in January and February each year. Video auditions are also accepted. Students who wish to major in music or those, regardless of major, who wish to compete for a music scholarship must schedule an audition through the School of Music.

Applying for Admission to The University of Tulsa
You should begin your application process by exploring the Office of Admission’s website at www.utulsa.edu/admission. Here you can find answers to all your questions about applying for admission to TU. Be sure to scroll all the way down the page and explore all the links that pertain to you. After you have an overview of the process, contact the Office of Admissions at 918-631-2307 or admission@utulsa.edu for more information.

When the Office of Admission receives your application, you will be assigned to one of TU’s admissions counselors. Your counselor will assist you through the entire admissions process and will be able to answer any questions you may have. In addition to your application form,
you will want to make sure that the rest of your admissions file is complete. To be considered for admission, first-year domestic students must submit the following:

- A completed application for admission.
- A nonrefundable $50 application fee (waived if application is received before November 1st.)
- An official high school transcript (request that your transcript be sent directly from your school to The University of Tulsa.)

While not required, first-year domestic students are strongly encouraged to submit the following:

- SAT or ACT Results
- A School Report Form and/or a counselor recommendation (request that this be sent directly to The University of Tulsa.)
- An essay (essay prompts are on the application for admission.)
- A “Talk with Tulsa” interview with an admission counselor (Click “Meet with Me” on your counselor’s page to schedule an appointment.)

You cannot be admitted to the University until the required items have been completed and received. Therefore, it is a good idea to start this process early. You should also know that students cannot be admitted to the School of Music or offered any kind of financial aid until they have been officially admitted to the University. Whether or not you plan to major in music, we strongly encourage students to have a completed financial aid form (FAFSA) on file prior to auditioning for the School of Music.

**Admission to the Music Major**

Students who wish to major in music in pursuit of the B.A., the B.M., or the B.M.E. must first audition. The audition serves two purposes: it determines both the eligibility for admission to the music major and qualification for music scholarships for both prospective music majors and non-majors who wish to participate in music performance groups. At the time of the audition, a committee of faculty members determines whether a candidate qualifies for acceptance into the music major. Students who qualify to major in music through successful audition are notified in writing of both their admission to the major and their financial award. Students who do not intend to major in music, but who qualify for a music scholarship, are notified in writing of both their financial award and the performance expectations associated with that award.

Both prospective music majors and currently enrolled TU students seeking to add the music major must perform an audition. If a student is taking lessons in the School of Music, the end-of-semester jury may constitute the required audition.

If you do not qualify for acceptance, a faculty member will discuss other degree plans that you may wish to consider, or any steps that you could take to work towards admission to the music major at a later date.
Visiting The University of Tulsa School of Music
You are encouraged to visit the School of Music at any time. We suggest that you try to visit when classes are in session. We can then arrange for you to meet with professors and students, attend classes and performances, and sit in on rehearsals. It is often possible for us to schedule a lesson for you with a member of our instrumental or vocal faculty. Please ask your TU admissions counselor about opportunities to visit TU. Your admissions counselor will work closely with the School of Music to ensure that your visit gives you a detailed portrait of TU.

Entrance Auditions Overview
Auditions for students entering as freshman or transfer students in the fall of 2024 will be held on the following dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Saturday, January 27</td>
<td>2024 Auditions for Voice and All Instruments</td>
</tr>
<tr>
<td>Saturday, February 3</td>
<td></td>
</tr>
<tr>
<td>Saturday, February 10</td>
<td></td>
</tr>
</tbody>
</table>

You will audition for the faculty members in your area. For instance, if you are a pianist, you will audition for the piano faculty; if you are a clarinetist you will audition for the woodwind faculty. Each audition concludes with an informal interview that gives the faculty members a chance to learn about you and your interests and goals.

Students are strongly encouraged to audition in person on the posted audition dates. The School of Music will try to schedule an alternative time and date for you if you have unavoidable conflicts on the posted dates. Video auditions are also acceptable. Please contact the coordinator of your performance area for more information about submitting an audition video.

Requesting an Audition Appointment
You may request an audition by submitting the Music Audition Request Form found at https://artsandsciences.utulsa.edu/music/auditions/, or by contacting the coordinator of your performance area. If you have questions, please call the Music Office at 918-631-2738 for more information.

Audition Requirements
The faculty in each performance area has determined the repertoire requirements for your instrument or voice based on degree and major or non-major status. To view these repertoire requirements, please refer to the audition information available on our website. https://artsandsciences.utulsa.edu/music/auditions/

Music Scholarships
The University of Tulsa offers incoming students the opportunity to compete for music scholarships. Scholarship recipients participate in the University's musical organizations. Scholarships are renewable on a year-by-year basis subject to the student's satisfactory academic and musical performance. All the awards are talent-based. Outstanding student musicians, regardless of major, are eligible to compete for these awards.
Here is how the process works:

- Incoming students who wish to compete for music scholarships schedule auditions through the School of Music office or via the website at https://artsandsciences.utulsa.edu/music/auditions/
- After the incoming students have performed their entrance auditions, the music faculty makes its recommendations for music scholarships.
- The Director of the School of Music then meets with the University's Director of Financial Aid.
- Based on the music faculty's recommendations, music scholarships are added to the financial aid packages of the selected students. Music scholarships can only be offered to students who have already been admitted to the University. Students are also strongly urged to have a completed FAFSA (Financial Aid Form) on file at the time of the audition.

The Financial Aid Office sends students notification of their total financial aid package. If you are being offered a music scholarship, you will also receive a letter from the School of Music explaining the details of your music scholarship. The letter will include an acceptance form that you must return directly to the School of Music, not the Financial Aid Office, to confirm your understanding of the responsibilities of accepting the music scholarship.

Please keep in mind:

- You must be admitted to the University to be offered a music scholarship.
- Start the admissions process early. It often takes some time.
- Complete the Music Audition Request Form found at https://artsandsciences.utulsa.edu/music/auditions/ to schedule an audition. On the form, you may request a preferred audition date or state your intention to submit an audition video.
- You must audition to be considered for a music scholarship.
- You must return your music scholarship acceptance form to the School of Music, not to the Financial Aid office.

**Music Scholarship Renewal Policy**

The School of Music considers three specific criteria when offering or renewing financial awards for continuing music majors. For you to retain a current award or be considered eligible for future awards, you must maintain a minimum average GPA of 3.0 in all music courses, and a minimum GPA of 2.8 overall; pass the applied jury; and demonstrate professionalism and quality performance in all the ensembles and studio lessons to which you are assigned. Non-music majors receiving music scholarships must demonstrate professionalism and quality performance in their ensembles in order to qualify for continued aid.

Failure to satisfy any one of these criteria automatically jeopardizes your music scholarship. Students at risk of losing their music award will be notified by the Director of the School of Music. Students who fail to meet the requirements after a semester of probation will lose their financial award.
Additionally, students receiving music scholarships are encouraged to enroll in private lessons for voice or their principal instrument. All applied music instruction incurs a fee of $200 per credit hour for both majors and non-music majors.

TU Jazz Band

**Advising and Enrollment**

**Enrolling for Your First Semester**
After you have been admitted to the University and have paid your tuition deposit, you should contact the Center for Academic Advising to make an appointment to enroll for your first semester courses. If you live close enough to campus, you may do this by meeting in person with the personnel in the Center for Academic Advising office. If travel is inconvenient, you may enroll by consulting with them virtually. In addition to your Student Success Coach in the Center for Academic Advising, you will also be assigned a faculty advisor from the School of Music.

All music majors have very similar schedules during their initial semester. You will enroll in private lessons for voice or your instrument. You will take music theory, ear training, piano or class piano, one or more ensembles, and recital class. You will also take a writing course in the English Department, and you may begin your foreign language or math requirement. You will also sign up for a section of FYE 1001: First Year Experience, a one-credit course taken by all incoming freshman that will give you an opportunity to explore various facets of college life.

**New Student Orientation**
The University of Tulsa provides an orientation session for incoming students during the week before the fall semester starts. Regardless of whether you are living in the dorm or commuting, we strongly recommend that you take part in the orientation activities. Orientation will give you a head start on your college career. If you are a member of the Golden Hurricane Marching Band, you will already be on campus during this period. Members of the marching band report
to the campus a week before classes start for band camp. Band Camp runs concurrently with New Student Orientation and special arrangements will be made for band students.

**Declaring Your Major**

If your audition was successful and you intend to major in music, you should declare your preference of major during your enrollment meeting with your assigned Student Success Coach in the Center for Academic Advising the summer before your freshman year. Your official declaration enables us to better advise you.

**Double Majors/Adding a Second Major**

All students wishing to have a second major other than music should declare the music major first. Since music provides a scholarship (and the other major will not), music will automatically be considered the primary major. After declaring the music major, another major may be added at the beginning of the student’s second semester by your Student Success Coach in the Center for Academic Advising.

**Advising and Enrollment throughout Your College Career**

In addition to your Student Success Coach in the Center for Academic Advising, you will also be assigned a Music Faculty Advisor. It will be important for you to work closely with your advisors throughout your degree program to ensure that you fulfill all your degree requirements. Music degrees have more required courses than most curricula, and many of these requirements must be taken in a prescribed sequence. You should also keep in mind that not all music courses are taught every year. The upper division courses (3000 and 4000 level courses) are typically taught on an every-other-year basis. Failure to take a course at the appropriate time can result in your graduation being delayed a semester or two. You can avoid this by meeting each semester with your advisors to plan your next semester's enrollment. But as essential as your advisors are, they are not the ones primarily responsible for planning your college career. That responsibility falls to you. You will need to become familiar with all the requirements for your degree. It is also a good idea to look ahead and project what courses you will be taking not only next semester, but for the rest of your college program. The requirements for each music curriculum are listed in the University's Bulletin.

**The Center for Academic Advising and Graduation Check**

The Student Success Coaches in the Center for Academic Advising support the music faculty advisors and screen every graduating student's transcript to make sure that they have met all the requirements for their degree. As you approach graduation, you will be prompted to schedule a "graduation check" with the Center for Academic Advising. Your Student Success Coach will meet with you, review your academic transcript, and identify what courses and requirements still need to be completed. We recommend you schedule a preliminary graduation check during the fall semester of your junior year. This will allow you to plan your course load for the remainder of your college career with confidence. It will also leave you with two summer sessions to take care of anything that may have been overlooked. You will also need to schedule a final graduation check at the beginning of your senior year. If you have planned carefully and have already completed a thorough check in your junior year, this final meeting will be no more than a formality.
Basic Information about College Courses

“Closed” and “Open” Courses
All courses at TU have enrollment caps or limits that determine the maximum number of students who can sign up for the class. These caps ensure that all your classes will be relatively small. Courses in Blocks I, II, or III of the Tulsa Curriculum typically have a maximum enrollment of forty students. A block course will remain open for other students to add if space is available. When the enrollment is full, the course is "closed" to any additional students. Courses in the Blocks have the largest enrollment of any courses at TU. Most of your other courses will be much smaller. Your freshman writing course, for example, will have a maximum enrollment of twenty, while your first seminar will be limited to seventeen students. Music courses can vary from thirty-five or so students to less than six.

Credit Hours
All majors require a minimum number of credit hours to graduate. A credit hour is a quantitative measure of the time that you have spent in class (contact hours) and your out-of-class preparation. It is assumed that you will spend at least three hours preparing for each fifty-minute classroom session. As a rule, you will receive one credit hour for a class that meets for one fifty-minute session each week for the entire semester. Most of the courses that you will take are for three credits hours and will meet for three, fifty-minute sessions each week. There are exceptions to this general rule. For a thirty-minute private lesson, you will receive one credit hour. The assumption here is that you will do much more outside preparation, or practicing, for your lesson than you would for a classroom lecture. Conversely, for ensembles or labs that require little or no outside preparation, you will receive less credit for more contact hours. For example, the TU Symphony Orchestra rehearses for four and a half hours each week, but students receive only one credit hour for their participation.

Course Numbers and Titles
The schedule of courses for each semester is listed on the University's website at: https://utulsa.edu/registrar/schedule-of-courses/. Information here shows whether the course is open or closed, the abbreviation for the academic department (MUS for Music), and a four-digit course number that indicates the course's level and amount of credit. Freshman-level courses are designated at the 1000 level, while sophomore courses appear at the 2000 level. Junior and senior-level courses, which are also known as upper-division courses, are designated at the 3000 and 4000 levels, respectively. The last digit of the course number is the amount of credit given for the course. For example, MUS 3243, indicates that this course, Instrumentation, is a junior-level music course for three credit hours. In the School of Music, many courses, such as ensembles and lessons, are not level-specific. In the case of Marching Band, for example, the first digit in the course number is “0.”

Prerequisites
Some courses must be taken in sequence. You would not want to register for Music Theory IV until you had completed the requirements for Music Theory I, II, and III. Prerequisites are often listed in the course description found in the University Bulletin. If you have any questions or concerns about the prerequisites for a course, you should contact the instructor directly.
Applied Music Courses and Studio Courses

An applied course in the School of Music is any course that focuses on the actual making of music. Applied courses include private voice or instrumental lessons, class piano, ensembles, accompanying, and chamber music. Studio courses are one-on-one instruction in an instrument or voice. Studio courses are offered for one-, two-, and three-hour credits. B.A. Music, B.M.E., and B.M. Composition students register for a thirty-minute lesson each week and receive one hour of credit each semester. B.M. Performance majors enroll for an hour lesson each week. They receive two credit hours each semester during their freshman and sophomore years and three credit hours per semester during their junior and senior years, in preparation for required degree recitals. The section number for most studio courses will be a variant of the instructor’s initials. For instance, MUS 0581 AB, identifies a one credit hour, thirty-minute piano lesson taught by Adam Brown.

Enrollment in an Ensemble for 0-Credit Hours

To encourage music ensemble participation by both music majors and non-majors, ensure accurate student transcript records, and avoid exceeding the 18-credit-hour-per-semester restriction, all music ensemble classes are offered in double sections: a 0-credit hour section and a 1-credit hour section. Enrollment in an ensemble for 0-credit is subject to the following conditions:

- All enrollees will be graded, with the grade appearing in the student’s transcript.
- Only full-time students are eligible for 0-credit sections.
- Music majors and minors must complete the required number of ensemble credit hours as specified in their degree programs. Music majors and non-majors must also enroll for credit (0-credit or 1-credit) for all additional ensembles they choose to participate in or are assigned to perform in to fulfill the obligations of their music scholarship awards.

Independent Study

An independent study is a research project undertaken by a student under the direction of a faculty member. Independent studies are intended to address areas that are not covered by regularly scheduled courses. Students may take a limited number of independent studies during their college program. In most cases, independent studies are only approved for juniors and seniors.

Senior Project

The Senior Project is the final requirement of the Tulsa Curriculum. Students should enroll for the Senior Seminar in the penultimate semester. The actual nature of the Senior Project will vary greatly from student to student, but all projects will have some things in common. Each senior project will:

- Consist of a substantial body of work—the Senior Project is the equivalent of a three-hour course.
- Involve work and activities that are above and beyond the other requirements for the degree that the student is seeking.
• Be designed to serve as the capstone experience of the student’s program of studies.
• Provide the student with the opportunity to integrate the knowledge and skills acquired during his or her course of study.
• Contain an element of community service or outreach which will be observed by the faculty advisor.

The Senior Project is completed under the direction of a full-time member of the music faculty. Adjunct music faculty, who have worked actively with the student, are encouraged to participate. Here are some suggestions for preparing the Senior Project:

• **Read the guidelines for the senior project thoroughly and carefully** and prepare your senior project proposal accordingly. Your proposal must outline the scope and nature of your project, the methodology you will employ, and the kinds of documentation you plan to submit for approval at the completion of your project.

• Begin to plan for this major project during your junior year. During your graduation check, which should take place during your second semester as a junior, identify the faculty member who will be overseeing your project.

• Identify several ideas that you would be interested in developing for your Senior Project.

• Meet with the full-time faculty member who will supervise your project during the semester before you enroll for the Senior Project—normally this will be during the second semester of your junior year. You must choose a full-time faculty member. Adjunct faculty members who have worked closely with you are also encouraged and welcome to participate in your project.

• Working with your faculty mentor, finalize the details of your project. Both the student and the faculty member should agree on the content and the method of the project.

• Enroll in Senior Project using the section number for the faculty member who will be supervising your project. Normally you will enroll during your penultimate semester.

• After it has been approved by your faculty mentor, submit your Senior Project Proposal to the Director of the School of Music. Deadlines for submission are April 15, for students who will enroll in senior project during the forthcoming fall semester of the senior year; and November 1, for students who will complete the project in the last spring semester prior to December graduation.

• Your proposal will be reviewed by the Executive Committee of the School of Music. If approved, you may proceed with your project. If it is not approved, you must make the required revisions and resubmit your proposal through the Director.

• At the completion of your project, you will receive a final grade for your work from your supervising faculty mentor, who will then deposit a copy of either your project or other documentation of your project with the Director of the School of Music.
Requirements for All Degree Programs

Your proposal must include:

- Your name, degree program, and name of your faculty advisor,
- An outline of the scope and nature of your project or a description of the methodology you will employ,
- Details of the community outreach,
- A description of the kinds of documentation you plan to submit for approval at the completion of your project including documentation of the community outreach portion of project, and
- Include a detailed timeline in list form outlining deadlines that you set for completing your project.
- Specify length of research paper, if applicable.
- All research papers must include a formal bibliography using one of the following methods of documentation. Number and type of sources to be agreed upon with student’s faculty advisor.
  - *A Manual for Writers of Term Papers, Theses, and Dissertations* by Kate Turabian
  - *A Short Guide to Writing About Music* by Jonathan Bellman

Guidelines Specific to Each Music Degree

Since each of the School of Music’s degrees (B.A., B.M., and B.M.E.) has a different and very distinct focus, the requirements for the Senior Project will vary greatly from degree to degree. For students in the B.A. degree, which is structured to offer a great deal of latitude in course selection, the requirements of the Senior Project may vary greatly from student to student.

Bachelor of Music Education

Music Education majors complete the Senior Project requirement by enrolling in MUS 4363 and successfully completing the student-teaching requirement. B.M.E. students are required to complete more hours than students seeking any other undergraduate degree in music. In addition to completing the Tulsa Curriculum, B.M.E. students must also satisfy the State of Oklahoma’s requirements for teacher certification, and the National Association of School of Music (NASM) professional music requirements. The B.M.E. is essentially an interdisciplinary degree that combines work in educational theory and practice with work in musical performance, history, and analysis. The degree also provides students with an extensive capstone experience—student teaching. Student teaching provides all the elements necessary to fulfill the Senior Project requirement:

- A substantial body of work (a semester-long involvement in public education).
- Work and activities above and beyond degree requirements.
- A Capstone Experience (student teaching is the natural culmination of all the work the student has completed in his or her program of study and leads students directly to entry into their careers).
• Integration of skills and knowledge (supervised student teaching is the perfect laboratory in which to develop and display the student’s mastery of knowledge and skill).

• Community Outreach (besides providing the student with an essential educational opportunity, student teaching offers the professional educators in the public schools much needed assistance. And public-school students are given a glimpse of what they can become in just a few short years).

The B.M.E.’s student-teaching requirement is a perfect model for the Senior Project in other degree programs. Student Teaching is an extremely well-focused and closely-monitored project. It challenges students to test their mastery of the knowledge and skills they have attained, and it also reaches out into the community—reinforcing the ideal that those who have benefited from the privilege of learning, have an obligation to serve their community.

The Bachelor of Music Degree
Unlike the Bachelor of Music Education degree, the Bachelor of Music is a degree that requires the student to achieve a significant mastery of a narrowly-defined field: musical performance or musical composition. For performance majors the defining events of their studies are their junior and senior recitals. Composition majors complete their studies with a recital of their works. However, the senior project does not duplicate the senior recital. The project is a separate endeavor that involves work and activities that are above and beyond the other requirements for the Bachelor of Music degree.

Since a high percentage of courses in the B.M. are centered on a very well-defined area of study, the goal of the Senior Project for the B.M. degree is to provide an opportunity for the student to explore new and alternative ways of using their skills. Performance majors might complete a major research project as their senior project. Composition majors might undertake a research project or a performance project.

Thinking more broadly, projects that explore music’s relationship to other disciplines are also possible and encouraged. Innovative and sophisticated uses of technology are also possible. And the requirement for community service or outreach should always be included.

In general, the goal of the Senior Project for the B.M. student should be to balance his or her concentration on a very narrow major field with the larger concerns of the discipline. Expanding this approach to encompass other disciplines would also be especially desirable.

Suggested documentation of performances can be audio or video recording of the performance, the program, scores of original compositions by the student if applicable, and program notes written by the student.

The Bachelor of Arts
The Bachelor of Arts in Music is a liberal arts degree that provides the student with a broad exposure to many different academic disciplines. Students electing this degree path have the greatest flexibility in choosing their courses and shaping their program. B.A. Music students can complete their Senior Project with work that emphasizes a particular musical discipline (performance, composition, or research). They can elect to present a recital, present a
performance of original compositions, or complete a major research project (an undergraduate thesis). If a student chooses to perform a recital as a senior project, the recital will be subject to approval by a faculty recital jury. Performances must include scholarly program notes.

Alternatively, B.A. Music students can create a project that links music with another discipline, through musical performance, composition, or research. Innovative and sophisticated uses of technology are encouraged. Regardless of the approach, the requirement for community service or outreach should be included.

Suggested documentation of performances: audio or video recording of the performance, the program, scores of original compositions by the student if applicable, and program notes written by the student.

Exceptions
Students in the TURC Program or the Honors Program will be allowed to use the research projects required by these programs to fulfill their Senior Project requirement in the School of Music. Students who are double majors will complete a Senior Project in one of their disciplines. Projects that in some way combine both disciplines are encouraged.
Planning Aids for TU Music Majors

Course Schedules
The University publishes a schedule of courses for fall and spring semester and the summer sessions. You can check the schedule at https://utulsa.edu/registrar/schedule-of-courses/. The online schedule is updated frequently, indicates whether a course is open or closed, and is your most accurate source of information.

Semester-by-Semester Course Sequence Plans for Four Years
Recommended semester by semester course sequence plans for the following degrees are available from your music faculty advisor and your Student Success Coach in the Center for Academic Advising:

- Bachelor of Music in Composition
- Bachelor of Music in Composition with Film Scoring Emphasis
- Bachelor of Music in Instrumental Performance
- Bachelor of Music in Piano Performance
- Bachelor of Music in Vocal Performance
- Bachelor of Music Education, Instrumental
- Bachelor of Music Education, Vocal
- Bachelor of Arts in Music
- Bachelor of Arts in Music with Film Scoring Emphasis

Course Rotations and Planning
Music curricula have many required courses, but not all these courses are offered every semester. To complete your degree on time, it is important that you enroll for specific courses in specific semesters. In addition to checking for course offerings by the semester, you will want to do long-range planning to make sure you select all your required classes during the years and semesters they are offered. All full-time faculty have a copy of this long-range course rotation. Check with your music faculty advisor and consult with your Student Success Coach about the multi-year course rotation to make sure that your eight or nine-semester plan includes all the courses you need to graduate. You may access Self-Service to enter your course plan and view your progress toward your degree at https://selfservice.utulsa.edu/.

The Sound of the Golden Hurricane Marching Band
Additional Information and Requirements for Music Majors

Admission to Upper Division
Students who seek admission to the upper division must demonstrate the following:

• Completion of Music Theory II (MUS 1023) and Ear Training II (MUS 1021), and passing grades in these and all other theory and ear training courses taken by the end of the sophomore year,
• Passing grades on all juries through the fourth semester,
• Fulfillment of all ensemble and performance responsibilities as required by the curriculum and by scholarships through the fourth semester, and
• Required progress in applied lessons as assessed by the applied area faculty.

Applied Music Fee
An applied music fee, in addition to normal tuition, is necessary because the cost of private instruction and maintenance of instruments and facilities is greater than that covered by tuition. The applied music fee is $200 per credit hour for all students who are enrolled in private music lessons, regardless of major.

The assessment of this fee is automatically billed through the Business Office upon enrollment. This fee structure applies to all TU students, regardless of scholarship status (except the Parriott scholarship) or prior payment agreement.

A more detailed breakdown of the primary applied requirements are as follows for each semester:

• B.M. - 2 credit hours: weekly 1 hour lesson for freshmen and sophomore years and 3 credit hours: weekly 1 hour lesson for junior and senior years.
• B.M.E. - 1 credit hour: weekly ½ hour lesson.
• B.A. - 1 credit hour: weekly ½ hour lesson.
• Music Minor - 1 credit hour: weekly ½ hour lesson for a maximum of four semesters.
• Non-majors may be accepted into an applied lesson for 1 credit hour (weekly ½ hour lesson) if they participate in a School of Music ensemble and there is room in the instructor's schedule. In some cases, a secondary applied lesson is required for 1 credit hour each semester. Students taking applied music as an elective should sign up for 1 credit.

Computer Lab, Piano Lab, and Practice Room Policies

• Only TU students are allowed in Lorton Performance Center music labs and practice rooms. Enrolled students are granted access to these restricted areas with their TU ID cards.
• Please maintain a quiet and tidy atmosphere in both labs and practice rooms.
• Aside from bottled water, no eating or drinking is allowed in the labs or in the practice rooms of the LPC.
• Please remove all belongings from practice rooms when you leave.
• You should provide your own headphones for use in the labs.
• Use of computers is restricted to music projects or research, either with music software or the internet. You may also do general word processing but must surrender computers to those working on music projects or research.
• Do not download files and applications from the internet. Any file or application found stored or downloaded will be erased.
• Do not leave files on the hard drive.
• Store files on your own external (CD, USB, etc.) storage device. Back up your files so you will not lose valuable work.
• Log off after computer use, but do not shut down.
• Turn off music keyboards when you are finished.

When you use this lab, you signify your willingness to abide by these rules. The faculty reserve the right to restrict anyone violating these rules from the lab.

Ensemble Policies

All the University of Tulsa's ensembles operate under a set of uniform policies that address enrollment, scheduling, grading, and music/equipment. By enrolling in an ensemble, you agree to the following:

Enrollment
• Enrollment in any University ensemble is open to all students by audition.
• All students performing with an ensemble should be enrolled for credit in that ensemble. 1-credit hour and 0-credit hour sections are available.
• All students, regardless of their enrollment status, are subject to the same policies concerning absences as they relate to grading and the reduction/cancellation of scholarships.

Scheduling
• A list of all rehearsals, dress rehearsals, and performances will be distributed at the beginning of each semester.
• A syllabus outlining the requirements for ensemble membership will be distributed to students at the beginning of the semester.
• If additional rehearsals, dress rehearsals, or performances must be scheduled during the semester, the conductor will notify students as early as possible.

Music and Equipment
• Students are required to return music and university equipment at the time and place designated by the conductor.
• Students who do not return music and equipment in a timely fashion will receive a grade of "F" and have the replacement cost of the music or equipment billed to their university account.
Concert Dress
The syllabus for each ensemble specifies the attire to be worn for performances.

Juries
Beginning in your second semester of private lessons, regardless of your major, you will be required to perform a jury for the faculty in your musical area (voice, woodwinds, brass, etc.). Juries are usually scheduled at the conclusion of the semester. Sign-up sheets for juries will be posted in the Lorton Performance Center during the last few weeks of the semester. Your studio teacher will help you select the music you will perform at your jury and prepare Jury Repertoire Forms for faculty to use on the day of your jury.

- String Juries – always on the Tuesday and Wednesday of the last week of finals.
- Piano Juries – always on the Wednesday just after the last day of classes.
- Vocal Juries – always on the Thursday and Friday just after the last day of classes.
- Percussion Juries – always on the Wednesday just after the last day of classes.
- Woodwind Juries – always on the Friday of the same week as the last day of classes.
- Brass Juries – always on the Monday one week following the last day of classes.

Junior and Senior Recitals
If you are a performance major, you will perform recitals during your junior and senior years. The junior recital is a half recital and consists of at least thirty minutes of music. You will typically share this recital with another student. During your senior year, you will perform a full recital consisting of sixty minutes of music. For both recitals, your applied teacher will help you choose the music you will perform. Your teacher will also help select your recital committee. The recital committee is composed of three faculty members, including your teacher and two other faculty members chosen by your teacher. At least one month before your recital, the committee will listen to your performance in a special recital jury. Typically, the faculty committee will vote to approve your recital. If they feel, however, that you should do more preparation before your performance, they may elect to postpone your recital.

The student’s music advisor must confirm with the Music Office, the Director of the School of Music, the Area Coordinator, and the Center for Academic Advising office the date when a recital given in fulfillment of a degree requirement has been successfully completed.

Scheduling Student Recitals
Begin by discussing potential recital dates in August with your applied teacher and/or the coordinator of your performance area. Applied faculty should check the Ad Astra scheduling grids to determine whether your preferred hall is available for the date you are interested in reserving. The applied teacher or area coordinator will confer with key faculty and the School of Music performance calendar to confirm the desired date(s). A reservation should then be requested on the Ad Astra scheduling system. If help is needed in navigating the Ad Astra system, please contact the department assistant for the School of Music. You will also want to proceed with scheduling your dress rehearsal in the recital hall as soon as your recital date is approved.
Student Recital Programs
Printed recital programs are official documents of the School of Music and must be produced in accordance with the guidelines detailed in the Recital/Concert Program Procedures. A Word document containing the required recital performance information must be sent within a fourteen-day window to: kim-childs@utulsa.edu. Both students and applied teachers should read the procedures carefully to ensure the printed program is finalized in a timely manner.

Recital Class
As a music major, you must enroll each semester in Recital Class (MUS 1000, 2000, 3000, and 4000, for freshman, sophomore, junior, and senior years, respectively), which takes place on Wednesdays at 2:00 PM. This class offers you the opportunity to perform and to hear performances by your peers in the School of Music. Make sure to keep this hour free in your schedule every semester.

Music majors must also attend a minimum of six additional recitals and concerts. This is to expose students to a wide range of music literature and genres to expand their knowledge and appreciation of musical style. This requirement can include performances by the University’s ensembles, student and faculty recitals, Chamber Music Tulsa performances, Tulsa Symphony Orchestra, Tulsa Opera or Signature Symphony performances, as well as TU ensemble, faculty and student recitals and concerts. Classical, jazz, and world music concerts from college to professional are accepted. Other events may be permitted at the discretion of the Recital Class Instructor.

Students who cannot attend Wednesday Recital Class due to a scheduling conflict with a required course may be granted a temporary exemption from Wednesday Recital Class. This exemption will only be granted with the approval of the student’s music advisor and the Director of the School of Music. In lieu of attendance in Recital Class, students must attend ten additional performances.

Even if you are granted a temporary exemption from Recital Class, you must still enroll in the course. (Freshmen enroll in MUS 1000, sophomores in MUS 2000, juniors in MUS 3000, and seniors in MUS 4000.) Your advisor must request that the enrollment be “forced” so that the appropriate level of Recital Class appears on your transcript. (Your Student Success Coach in the Center for Academic Advising can force the enrollment.) Your enrollment in Recital Class, even with an exemption, is necessary for our census and for tracking your progress toward your degree. To ensure that you will be able to enroll in the conflicting course (which may have an enrollment cap), enroll in the conflicting course first; Recital Class may be force-enrolled afterwards, since it has a much higher enrollment cap than most other courses.

A syllabus for Recital Class is distributed at the beginning of each semester which details concert attendance and other class requirements. You should sign in each time you come to Recital Class in Meinig Hall. The Recital Class Instructor will provide you with a Recital Credits Card on which you should record any approved off-campus or evening performances. A faculty member should sign off on each event to verify your attendance. Turn in this card to the Recital Class Instructor at the end of the semester by the specified deadline.
Performing in Recital Class
All B.M. students will perform in Recital Class at least once a semester; B.M.E., and B.A. Music students will perform in Recital Class at least once a year. Although these are minimum requirements, the applied professor may recommend Recital Class performances in addition to the minimum requirements. Performance in recital class does not supplant the required jury.

Students who wish to perform in Recital Class must schedule to do so with the Recital Class Instructor. (Instructors may change each semester or each year.) You must complete the required form and submit it to the Instructor by the Thursday preceding the requested Recital Class date. The submitted form must include the composer’s complete proper name (at least first and last names), composer’s dates (birth year, and if applicable, death year), and if there is/are vocalist(s) involved in your performance, you must specify the voice part (soprano, baritone, etc.). Forms must be signed by the applied instructor.