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General Information

School of Music - Graduate Studies ▸ General Information

Catalog Version

GRADUATE UPDATE: MAY 15, 2011
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School of Music - Graduate Studies ▸ General Information ▸ Administration

Administration

DONALD E. CASEY, ED.D.
Dean

JUDY BUNDRA, Ph.D.
Associate Dean of Academic Affairs

ROBERT KRUEGER, M.B.A.
Associate Dean of Administration

ROSS BEACRAFT, MUS. B.
Director of Admission

School of Music - Graduate Studies ▸ General Information ▸ Committee on Graduate Studies

Committee on Graduate Studies

Ross Beacraft
Judy Bundra
Julie DeRoche
Jacki Kelly-McHale
Robert Lark
Kurt Westerberg

School of Music - Graduate Studies ▸ General Information ▸ Purposes

Purposes

The DePaul University School of Music is committed to preparing its students to excel in a variety of professional careers. Through the study and performance of music, we foster the development of our students as informed, compassionate, articulate, and creative individuals, with a thirst for continued learning. We embrace the diversity of our urban society and seek to enrich the lives of the members of the DePaul community and of the citizens of the area through the performance and study of music.

The goals of the School of Music are to provide educational experiences of the highest order to the students in each of our
seven undergraduate and four graduate programs, chiefly through faculty members who are increasingly characterized as superbly talented musicians and excellent and dedicated teachers, and capable and committed staff all in an environment which is profoundly humane. Secondly, we seek to enrich the lives of a large number of general campus students through a wide range of music course offerings for the non-music major. Lastly, we strive to elevate the lives of a broad array of Chicagoans by offering many and varied musical performances, on campus and elsewhere, and by offering a select group of fine educational outreach programs.

Towards fulfilling the School of Music mission and goals, the following objectives have been defined:

- To maintain the highest possible standards of quality and integrity in providing music instruction, generally in degree programs at the undergraduate and graduate levels;
- To emphasize the performance of music throughout the educational experience;
- At the undergraduate level, to maintain a balance between the professional and liberal studies content appropriate to the baccalaureate tradition;
- At the graduate level, to increase and refine the knowledge and understanding of music, musical process, and information gathering, both within the specialization and elsewhere;
- To create and environment whereby all qualified students can work effectively to realize their ultimate potential as musicians and citizens;
- To seek diversity among students, faculty, and staff and within the curricula;
- To benefit from DePauws urban setting through interaction with the citys people and its institutions, and through that interaction, in turn, to enrich the community;
- To be good and responsible citizens of DePaul University ;
- To continue to enable our alumni to realize their membership in our community.

School of Music - Graduate Studies General Information Faculty

**Faculty**

SUSANNE BAKER, D.M.  
*Group Piano Coordinator*  
*Lecturer, Group Piano*  
Northwestern University

STEPHEN BALDERSTON, M.M.  
*Associate Professor, Cello*  
The Juilliard School

JOHN BEHLING, Ph.D.  
*Lecturer, Musicianship & Composition; Liberal Studies*  
University of Michigan

ROBERT BARRIS, M.M.  
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University of Michigan

JULIA BENTLEY, M.M.  
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Indiana University

BRANDI BERRI, M.M.  
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GREGORY BIMM, M.A.  
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MERET BITTICKS, M.M
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DePaul University

JONATHAN BOEN, B.M.
Lecturer, Horn
Northern Illinois University

NATASHA BOGOJEVICH
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University of Arts, School of Music

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University of California at San Diego

ALBAN KIT BRIDGES, D.M.
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Northwestern University

WINIFRED FAIX BROWN, M.M.
Lecturer, Voice
University of Illinois

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Associate Professor, Music Education
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Vocal Program Coordinator
Associate Professor, Voice
Indiana University

ELIZABETH BYRNE, Performer's Certificate
Lecturer, Voice
Royal Northern College of Music Manchester

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DePaul University

OTO CARILLO, M.M.
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Northwestern University

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Dean
Professor, Music Education
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TIM COFFMAN, B.M.
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University of Miami

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Conductor, Symphony Orchestra, Wind Ensemble
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LARRY COMBS, B.M.E.
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Eastman School of Music

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Brass Program Coordinator
Lecturer, Tuba
Indiana University

MARK CUNNINGHAM, B.A.
Lecturer, Performing Arts Management
Michigan State University

MARC DAmoulakis, B.M.
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Manhattan School of Music

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Tulane University
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MARK FISHER, M.M.  
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New England Conservatory

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Columbia University

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Lecturer, Percussion  
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Professor, Sound Recording Technology
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Tchaikovsky State Conservatory

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University of Illinois, Urbana

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Tufts University

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University of Illinois

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University of Miami

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Northwestern University

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The Juilliard School

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Indiana University

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Northwestern University

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Indiana University

ROBERT TEICHLER, D.M.
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Northwestern University

GEORGE VATCHNADZE, M.M.
Keyboard Coordinator
Associate Professor, Piano
Indiana University

CHARLES VERNON
Lecturer, Trombone

KURT WESTERBERG, D.M.
Musicianship & Composition; Composition Chair
Associate Professor
Northwestern University

BRAD WILLIAMS
Lecturer, Jazz Studies

DAVID YANDL, M.M.
Lecturer, Music Education
DePaul University

MARK ZINGER
Professor Emeritus
Odessa State Conservatory
Programs of Study

The School of Music offers programs leading to the Master of Music degree in the fields of music performance, composition, music education and jazz studies. A minimum of 44 quarter hours of graduate credit is required for the Master of Music degree. This total is divided between the core studies (required of all master of music students), and the specialization requirements which relate uniquely to the area of specialization. Specific requirements can be found in the Requirements section of this catalog.

Admission

The first charter of DePaul University included a statement on nondiscrimination and the policy has been enforced vigorously for over 80 years. Students, faculty and the public are entitled to equal treatment regardless of race, creed or color. It is the policy of the School of Music to make admission decisions without regard to the race, color, religion, age, gender, sexual orientation, national origin or handicap of the candidate.

Procedures for Admission

Applicants for admission should obtain application forms from the School of Music, 804 West Belden Avenue, Chicago, Illinois 60614. The completed forms along with official transcripts of credits should be on file not later than four weeks before the opening of registration. Since there often is a delay in the forwarding of transcripts, applicants are advised to initiate the application procedures as early as possible. A nonrefundable application fee is required of every student applying for admission to the University as a degree-seeking student. When admission has been approved, the applicant will be apprised of the diagnostic examination schedule and interviews with graduate advisors.

Certificate in Performance

The School of Music also offers a program leading to the Certificate in Performance. The Certificate in Performance is a post-masters degree for classical or jazz musicians, who intend to pursue careers as professional performers. The degree is comprised of six quarters of applied study (24 credits), along with study (12 credits) in related fields such as ensembles, chamber music, pedagogy, or repertoire. Specific requirements can be found here.
Non-Degree Seeking Students

Students who do not intend to work for a master's degree or who have missed the degree seeking deadline may file an application for non-degree-seeking status under the following regulations:

1. Applicants who have not earned a bachelor's degree or its equivalent from an accredited institution cannot be admitted.
2. Applicants must demonstrate special competence in major area, including an audition for applied (performance) majors.
3. Applicants refused admission as degree-seeking students may not enroll as non-degree-seeking students. Non-degree-seeking status may be terminated at any time by the Associate Dean of Academic Affairs. Non-degree-seeking students who plan to register for or who accumulate a substantial amount of credit are advised to become degree-seeking students. Only the first 12 quarter hours earned as a non-degree-seeking student at DePaul may subsequently be applied toward a degree when the student is accepted as a degree-seeking student.

Student-At-Large

A student completing a graduate program at another accredited institution may, on the written recommendation of the Associate Dean of Academic Affairs, be admitted as a student-at-large.

International Students

All international students and any student who has been educated outside of the 50 United States should request general admission information and applications from the international advisor. Application deadline for music students with foreign education is January 15. To be admitted, all students must pass an entrance audition, meet academic requirements, and demonstrate a proficiency in English.

To demonstrate English proficiency, international graduate music students must pass a TOEFL examination with a written score of 550 or a computer-based score of 213. If a student has met all other music admissions criteria and taken a TOEFL examination, but not yet achieved a passing score, they may be considered for admission to the joint English Language Academy-School of Music program. (For further information on this program, students should contact the School of Music Admissions Office.) Those who request student visas also must show evidence of adequate financial support (scholarships are not available to these students). A formal letter of admission and/or form 1-20 will be issued only after all admission requirements have been fulfilled.

Diagnostic Examinations

Students who have been admitted to the masters degree program for composition, performance, and music education, must take a diagnostic examination in musicianship studies. These examinations, taken during new student orientation, will be used to guide course placement and identify areas for additional studies.
Requirements

School of Music - Graduate Studies ▶ Requirements

**Residence Requirements for the Master of Music Degree**

All courses for the master's degree must be taken at DePaul University. Graduate credit for courses completed at other institutions may not be applied toward the degree.

A full-time graduate student must be registered for a minimum of six quarter hours in any term. All requirements for the degree must be completed within six calendar years from the time a student is first enrolled. For unclassified students removing deficiencies, this period will begin when all deficiencies are removed and admission to the masters degree program has been granted. Part-time music education students may extend the length of their studies beyond three years, only upon approval of the department chair.

School of Music - Graduate Studies ▶ Requirements ▶ Terminal Requirements for the Master of Music Degree

**Terminal Requirements for the Master of Music Degree**

Two terminal requirements are required of all students:

- A written comprehensive examination, in which the students must demonstrate a satisfactory knowledge of their major field of study. The comprehensive examination may be taken at any time after 32 quarter hours of graduate credit have been earned;
- In performance, the presentation of a public recital; in composition, the completion of an original work; in music education, the completion of a final project; in jazz studies, performance track, the presentation of a public recital; composition track, the completion of a final writing project.

While preparation of the terminal requirement in the major may take place within some course or activity for which a student is registered for credit, additional academic credit is not granted for the project itself.

School of Music - Graduate Studies ▶ Requirements ▶ Course Requirements for the Master of Music Degree

**Course Requirements for the Master of Music Degree**

A minimum of 44 quarter hours of graduate credit is required for the Master of Music degree. This total is divided between the basic studies required of all masters degree students, and courses in the specialization. Prior to the conclusion of each degree program, graduate students must pass a written comprehensive examination, administered by each department/program.

Following are the specific course requirements for each of the degree programs:

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<td>Music Theory/History (COM 400 or 405 and 2 additional courses from list below)</td>
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<tr>
<td>Music Research (MUS 400)</td>
<td>2</td>
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<tr>
<td>Problems, Procedures, Techniques (COM 444)</td>
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<tr>
<td>20th Century Music Topics (COM 445)</td>
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<tr>
<td>Electro-Acoustic Music (COM 306 or 416)</td>
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<tr>
<td>Private Composition Instruction (COM 415)</td>
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<tr>
<td>Electives</td>
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</table>

**JAZZ STUDIES: PERFORMANCE**

- Music Theory/History (JZZ 406 and 2 additional courses from the list below) 12
- Music Research (MUS 400) 2
- Applied Jazz Lessons 12
- Jazz Pedagogy (JZZ 314) 2
- Electives 4

*Ensemble Participation:*

- Jazz Ensemble 6
- Jazz Combo (Chamber Ensemble) 6
- Graduate Jazz Recital (APM 405) 0

| Total | 44 |

**JAZZ STUDIES: COMPOSITION**

- Music Theory/History (JZZ 406 and 2 additional courses from the list below) 12
- Music Research (MUS 400) 2
- Advanced Jazz Composition (JZZ 402, 404) 8
- Applied Jazz Lessons 6
- Jazz Analysis and Application (JZZ 403) 4
- Jazz Pedagogy (JZZ 314) 2
- Electives 4

*Ensemble Participation:*

- Jazz Ensemble 3
- Jazz Combo 3

| Total | 44 |

**MUSIC EDUCATION**

- Music Theory/History (COM 400 or 405 and 2 additional courses from the list below) 12
- Music Research (MUS 400) 2
- Music Education Seminars (MED 401, 402, 403) 12
- Music Education Research (MED 498) 2
- Techniques of Research in Music Education (MED 492) 4
- Electives 12

| Total | 44 |

**PERFORMANCE: BRASS**

- Music Theory/History (COM 400 or 405 and 2 additional courses from the list below) 12
- Music Research (MUS 400) 2
- Applied Brass Lessons 24
- Brass Concepts (APM 471) 2
- Electives 4

*Ensemble Participation:*

- 6 Quarters of Large Ensemble 0
- 3 Quarters of Chamber Music 0
- Graduate Recital 0

| Total | 44 |

**PERFORMANCE: GUITAR**

- Music Theory/History (COM 400 or 405 and 2 additional courses from the list below) 12
- Music Research (MUS 400) 2
<table>
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<th>Subject</th>
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<tr>
<td>String Pedagogy (APM 486)</td>
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<td>6 Quarters of Guitar Ensemble</td>
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**PERFORMANCE: PERCUSSION**

<table>
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<td>Applied Percussion Lessons</td>
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<td>Percussion Pedagogy (APM 446)</td>
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<tr>
<td>3 Quarters of Large Ensemble</td>
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<tr>
<td>3 Quarters of Percussion Ensemble</td>
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<tr>
<td>Graduate Recital</td>
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<td><strong>Total</strong></td>
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</table>

**PERFORMANCE: PIANO**

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<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music Theory/History (COM 400 or 405 and 2 additional courses from list below)</td>
<td>12</td>
</tr>
<tr>
<td>Music Research (MUS 400)</td>
<td>2</td>
</tr>
<tr>
<td>Applied Piano Lessons</td>
<td>24</td>
</tr>
<tr>
<td>Art of the Piano (APM 431)</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>Ensemble Participation:</strong></td>
<td></td>
</tr>
<tr>
<td>3 Quarters of Large Ensemble or Chamber Music</td>
<td>0</td>
</tr>
<tr>
<td>Graduate Recital</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>44</strong></td>
</tr>
</tbody>
</table>

**PERFORMANCE: STRINGS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music Theory/History (COM 400 or 405 and 2 additional courses from list below)</td>
<td>12</td>
</tr>
<tr>
<td>Music Research (MUS 400)</td>
<td>2</td>
</tr>
<tr>
<td>Applied Strings Lessons</td>
<td>24</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td><strong>Ensemble Participation:</strong></td>
<td></td>
</tr>
<tr>
<td>6 Quarters of Large Ensemble</td>
<td>0</td>
</tr>
<tr>
<td>6 Quarters of Chamber Music</td>
<td>0</td>
</tr>
<tr>
<td>Graduate Recital (APM 405)</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>44</strong></td>
</tr>
</tbody>
</table>

**PERFORMANCE: VOICE**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music Theory/History (COM 400 or 405 and 2 additional courses from list below)</td>
<td>12</td>
</tr>
<tr>
<td>Music Research (MUS 400)</td>
<td>2</td>
</tr>
<tr>
<td>Applied Voice Lessons</td>
<td>24</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td><strong>Ensemble Participation:</strong></td>
<td></td>
</tr>
<tr>
<td>3 Quarters of Large Ensemble</td>
<td>0</td>
</tr>
<tr>
<td>2 Quarters of Chamber Music</td>
<td>0</td>
</tr>
<tr>
<td><strong>Diction/Language Labor Equivalent:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>44</strong></td>
</tr>
</tbody>
</table>
Italian Diction/Language Lab (APM 415) | 0
German Diction/Language Lab (APM 416) | 0
French Diction/Language Lab (APM 417) | 0
Graduate Recital (APM 405) | 0

<table>
<thead>
<tr>
<th>PERFORMANCE: WOODWINDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music Theory/History (COM 400 or 405 and 2 additional courses from list below)</td>
</tr>
<tr>
<td>Music Research (MUS 400)</td>
</tr>
<tr>
<td>Applied Woodwinds Lessons</td>
</tr>
<tr>
<td>Woodwind Orchestral Repertoire (APM 428)</td>
</tr>
<tr>
<td>Electives</td>
</tr>
<tr>
<td>Ensemble Participation:</td>
</tr>
<tr>
<td>6 Quarters of Large Ensemble</td>
</tr>
<tr>
<td>3 Quarters of Chamber Music</td>
</tr>
<tr>
<td>Graduate Recital (APM 405)</td>
</tr>
</tbody>
</table>

| 44 |

Note: Only 300 level or 400 level courses may count towards the graduate degree, and students must maintain a B- or better in 300 level courses in order to earn credit.

**Music Theory/History Courses**
- JZJ 405 - JAZZ HISTORY
- JZJ 406 (Non-jazz students only) - JAZZ STYLE AND ANALYSIS
- MUS 420 - HISTORY OF THE ORATORIO
- MUS 435 - 18th & 19th CENTURY WIND HISTORY AND LITERATURE
- MUS 436 - 20th CENTURY WIND HISTORY AND LITERATURE
- MUS 475 - MEDIEVAL MUSIC
- MUS 478 - RENAISSANCE MUSIC
- MUS 479 - BAROQUE MUSIC
- MUS 481 - HISTORY OF OPERA
- MUS 482 - WORLD MUSIC CULTURES
- MUS 484 - CLASSICAL MUSIC
- MUS 485 - ROMANTIC MUSIC
- MUS 486 - MUSIC SINCE WORLD WAR II
- MUS 487 - EARLY 20th CENTURY MUSIC
Music Teacher Certification Program

Admission

Applicants to the DePaul music teacher certification program must meet the following standards:

- Undergraduate degree in music
- Grade Point Average of 2.75 or higher
- Recommendations from two individuals familiar with the candidate's potential as a teacher
- Music audition

Program of Study

All certification students must meet the core requirements of the undergraduate students in music education. Certification students must take courses in four basic areas: music, liberal studies, music education, and education. A transcript review will be done by the music education department, to determine any deficiencies in any of these areas of study. Substitutions will be determined by the Associate Dean of Academic Affairs where appropriate.

Music courses:

- Applied music study (2 years)
- Musicianship/music theory and history (2 years)
- Aural training (2 years)
- Keyboard skills (2 years)
- Conducting (1 course)
- Music Traditions (world music and jazz)
- Ensemble (4 years)

Liberal studies:

- Writing (8 quarter hour credits)
- Math (4)
- Science, lab or quantitative (4)
- American government (4)
- American history (4)

Music education:

(V=vocal specialization only, I=instrumental specialization only)

- MED 306, Introduction to Music Education (2 credits)
- MED 303, Elementary Vocal General Music Methods (4)
- MED 304 Middle School Vocal General Music Methods (2), V
- MED 300, Elementary Instrumental Music Methods (4)
- MED 305, Secondary Vocal Music Methods (2), V
- MED 301, Secondary Instrumental Music Methods (2), I
- MED 310, Music for the Exceptional Child (4)
- MED 325, Conducting for the Music Educator (2)
- MED 340, Technology for the Music Educator (2)
- MED 121, Class Guitar (1)
- MED 196, Class Voice (1)
- Instrumental techniques classes (4 for V, 8 for I):
• MED 101 Brass I, MED 102 Brass II, MED 103 Woodwinds I, MED 104 Woodwinds II, MED 105 Woodwinds III, MED 107 Percussion, MED 105 Strings I, MED 106 Strings II, MED 101 Brass I, MED 102 Brass II
• MED 313, Choral Literature (2), V
• MED 360, Topics in Music Education: Accompanying for the Music Educator (2), V
• MED electives (4 for V, 6 for I)
• MED 095 (0)
• MED 392, Student Teaching (12)
• MED 393, Student Teaching Seminar (0)

Professional education

• SCU 207, Social and Historical Foundations of Education (4)
• SCU 336 or PSY 303, Human Growth and Development (4)
• LSE 380, Philosophical Foundations of Education (4)
Certificate in Performance

The purpose of the program is to provide an intensive post-masters degree performance experience for a small number of highly accomplished performers. Entry into the program is based on evidence of ability to be successful in post-graduate level performance study. Other criteria include:

- Completion of a Master of Music in performance degree or equivalent from an accredited institution.
- Three letters of recommendation.
- An entrance audition which demonstrates performance ability at the post-masters level.
- Voice applicants must demonstrate competence in Italian, French and German diction by audition and written IPA exam.

There are two primary components to the certificate in performance program. First, applied music (private instruction), and second, related studies. Related study will often consist of participation in the appropriate ensembles and additional academic classes in the School of Music. The course requirements for the certificate in performance appear below:

- Applied Music (24 credit hours)
- Related Study (12 credit hours)
- Recital (0 credit hours)
Please visit Campus Connection at https://campusconnect.depaul.edu for current course information. If you do not have a password for Campus Connection you may log on as a guest. Once you are on Campus Connection please select Course Descriptions followed by the department.
School of Music Graduate Handbook

Introduction

In addition to the DePaul University Graduate Student Handbook, the School of Music Student Handbook includes rules and regulations for its graduate programs. Additional academic information and regulations applicable to our graduate programs appear in the School of Music Student Handbook.

Upon admission to a graduate program, a student is to follow the catalog requirements in effect at the time of entrance. A student who is readmitted or who changes his or her program or enrollment status is subject to the terms of the catalog in effect at the time of readmission or status change.

It is the responsibility of graduate students to know and meet both the general and particular regulations, procedures, policies, and deadlines set forth in this catalog and handbook.

Overview of Graduate Program

Masters of Music

DePaul University School of Music offers a Masters of Music degree in performance, composition, jazz studies, or music education. A minimum of 44 quarter hours are required for the degree, including courses in music history and theory, research, and the area of specialization. Graduate students are also required to pass a comprehensive examination and complete a final project, recital, or paper. Most students complete the program in two years or six quarters; however, music education students who enroll part-time while teaching may take classes throughout three summers and two intervening academic years.

Certificate in Performance

The Certificate in Performance is a highly selective, intensive course of study for students who have already earned a masters degree in performance. A minimum of 36 quarter hours must be completed over two years. Certificate students enroll in applied lessons, ensembles, and other supporting music courses.

Performance Awards

All students who receive performance awards must participate in ensembles as needed. Failure to do so may result in the forfeiture of performance award dollars. Graduate performance awards are provided for a maximum of 6 quarters. Only full-time students (6-8 credits per quarter) are eligible for performance awards. Questions about the performance awards may be directed to Mr. Ross Beacraft, Director of Admission.

Curricular ensemble requirements may differ from performance award requirements. A student on a performance awards may be required to participate in ensembles different than or beyond their majors curricular requirements.
**Academic Probation**

Students who fail to make meaningful progress towards their degree may be placed on academic probation. Furthermore, students who do not maintain a 2.5 grade point average, may be placed on academic probation. Any student who is placed on probation will be notified in writing and should meet with the Associate Dean of Academic Affairs. Generally, students are not allowed to remain on probation for more than 2 quarters without additional academic sanctions being applied.

**Academic Dismissal**

Students who fail to meet the academic standards of the University or School of Music may be dismissed. If a student earns less than a 2.5 for two consecutive quarters, and/or fails to make meaningful progress towards the degree, the student is subject for dismissal. Any student who is dismissed will be notified in writing and should meet with the Associate Dean of Academic Affairs. Appeals for dismissal should be submitted in writing to the School of Music Exceptions committee, clearly stating reasons for the academic problems, and the student’s plans to address the situation.

**Withdrawal and Re-Application**

Any student who wishes to withdraw from the School of Music should first meet with his or her advisor and then the Associate Dean of Academic Affairs. If the student is receiving a performance award, s/he should also meet with Mr. Ross Beacraft, Director of Admissions. A student must submit a withdrawal/leave of absence form through Campus Connection. Additionally, the student must notify the Associate Dean, explaining the reasons for withdrawal. If a student withdraws in good standing, s/he may reapply within 3 quarters without re-auditioning or re-applying; if a student is away longer than 3 quarters, s/he must reapply and re-audition to the School of Music, and is subject to the requirements current at the time of their application.

**Enrollment and Credits**

No one is permitted to attend a class for which he or she has not been properly registered. Credit is accumulated on the basis of quarter hours. The unit of credit is one quarter hour granted for 45 minutes of classroom work a week. The normal class extends over a ten-week period (or an accelerated five-week period in the summer). All courses carry four quarter hours of credit (2 2/3 semester hours), unless otherwise noted.

Music students enrolled for six or more quarter hours of credit are considered full-time. Those registered for less than 6 quarter hours of credit are considered less than half-time.

Graduate courses are numbered as 400 level courses; advanced undergraduate courses are numbered as 300 level courses. Students may enroll in 300 level courses but must earn a B- or better in order to apply the credits towards their degrees.
Transfer Credits

No transfer credits are accepted into the Masters of Music or Certificate of Performance programs. All coursework must be completed at DePaul University School of Music.

Graduation

Requirements
Students must have successfully completed all of the general and specific degree requirements as listed in departmental or program sections of the catalog under which they were admitted. Completed degree requirements include passing the comprehensive examination and the submission of a final project, such as research paper, composition, or recital. Students need to achieve a minimum grade point average of 2.500 to graduate.

The University confers degrees at the end of the quarters, in November, March, June, or August; commencement ceremonies occur only in June. A student may participate in the June commencement ceremony if s/he completes the requirements in the winter or spring quarters preceding the ceremony, or the fall quarter of the following academic year. An application for degree completion must be filed online by the appropriate deadline.

In addition to submitting a graduation application, all graduating students must meet with the Associate Dean of Academic Affairs for a pre-graduation check. Failure to do so may jeopardize the granting of a student's degree. Students will be listed in the commencement book based upon their applications; degrees will not be conferred until all requirements are complete.

At the conclusion of their last quarter, a review of the students' transcripts takes place; upon successful completion of the degree requirements, students' names are released to the Student Records with the appropriate honors designations. An additional review takes place to ensure that all financial obligations have been met. Once complete, transcripts with the degree posted are available through Student Records, and diplomas are mailed to students. To receive a diploma, it is essential that students update their addresses in Campus Connection. The distribution of diplomas or release of final transcripts will be withheld if money is owed to the University.

Graduation with Distinction
Graduation with distinction is awarded for students who earn 3.75 GPA or above.

Career Planning and Placement

The School of Music Office of Career Planning and Placement serves graduating students and alumni. Assistance is provided in developing resumes, cover letters, recommendations, correspondence, interviews, and career strategies. Job openings are posted electronically and on the bulletin boards. Students are encouraged to meet with Robert Krueger, Associate Dean for Administration, School of Music, Room 231, 773.325-4355 or rkrueger@depaul.edu prior to graduation to develop their placement files.