

# **Music Student Handbook**

## **Official Policies and Procedures of the Music Program**

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## **ADMISSION TO THE MUSIC PROGRAM**

All students interested in a Music Major or Minor at UW-Green Bay must perform an admission audition. Students may audition for admission only two times. Whenever possible, the audition will be concurrent with one of the scheduled Admission and Scholarship Audition dates. The relevant studio teacher will be responsible for the decision to admit, reject, or defer admittance to the Music Major or Minor sequence for auditions which are not concurrent with scheduled dates. Admittance, deferral, or rejection will have no bearing on the University admissions process.

If a student does not perform an audition prior to registration at UW-Green Bay, one will be scheduled, preferably prior to the start of classes. Auditions will not be held after the first week of classes. A student who is denied admission or deferred may re-audition twice.

## **AUDITION INFORMATION**

Be prepared to perform two contrasting works or movements. (10 minutes total) It is recommended that instrumentalists prepare and memorize all major scales. Memorization of solos is not required, but is preferred for piano and voice. Percussionists may perform on up to three instruments. There will be a short sight-reading test, a brief ear training test, and a theory test. A typical audition piece consists of a WSMA class A solo or other comparable work. For voice students performance in more than one language is desirable.

## **SCHOLARSHIPS**

**Incoming Students:** Scholarships for students may be awarded to incoming music majors. A minimum GPA of 3.0 and an ACT score of at least 20 are required to be eligible for a music scholarship. You must be admitted to UWGB before you can be accepted as a music major. To complete an application for the music program and for additional information on auditions and scholarships please go to:

<http://www.uwgb.edu/music/scholarships.asp>

**Continuing Students:** Applicants must be Music Majors with at least a 3.0 cumulative GPA and a 3.25 GPA in Music courses to qualify for Continuing Student Music Scholarships, with the exception of the Craig Mueller Scholarship, for which the minimum GPA is 2.5. Applications are available online at:

<http://www.uwgb.edu/music/scholarships.asp>

## **DEGREE OPTIONS AND EMPHASES**

The University of Wisconsin-Green Bay disciplinary program in music, accredited by the National Association of Schools of Music (NASM), offers programs leading to a:

**BACHELOR OF MUSIC** with majors in:

- Music Education (PK-12 Choral & General licensure, and Instrumental & General licensure)
- Performance (instrumental or vocal preparation for a professional career in music performance)

and

**BACHELOR OF ARTS** with major emphases in:

- Jazz Studies
- Composition
- Individualized Studies

All music students are required to take a sequence of music theory and music history courses to acquire a comprehensive intellectual understanding of music in addition to skills relating to performance.

Students are expected to develop a high level of skill in ear training and sight singing. The program in music emphasizes quality in vocal and instrumental music performance with many opportunities for solo and group performance on the campus and in the community.

Students pursuing a music major must also choose an interdisciplinary minor. While a number of interdisciplinary minors are available, the minor in Arts Management has become popular with many music majors.

Students who elect the Bachelor of Music in education choose education as their interdisciplinary minor; that program leads to teaching licensure in choral, general, and instrumental music.

It is possible to choose music as a disciplinary minor and couple it with an interdisciplinary major. This program is for students who view music as an avocation, or who intend to use their musical skills within the community in a nonprofessional context.

Three to four year sequences of applied instruction are available in piano, voice, flute, oboe, clarinet, saxophone, bassoon, horn, trumpet, trombone, euphonium, tuba, percussion, guitar, and bass. Group ensemble performance opportunities include Wind Symphony, Symphonic Band, Concert Choir, Chorale, Jazz Ensemble, Vocal Jazz Ensemble, Jazz Combo, Hand Drumming as well as smaller brass, woodwinds, guitar, vocal, and percussion ensembles, musical theatre, Chamber Singers, and Opera/Musical Theatre workshop.

## **LIBERAL ARTS REQUIREMENT FOR BACHELOR OF ARTS DEGREE**

All students pursuing a B.A. degree with a major in music must complete a minimum of 66 credits in addition to their music requirements. These 66 credits may include credits earned to fulfill requirements in your interdisciplinary minor and General Education.

## **ACADEMIC INTEGRITY**

Academic Integrity as defined by the University of Wisconsin System, UWS 14.01 Statement of principles, applies to the Concert Attendance course. The Board of Regents, administrators, faculty, academic staff and students of the University of Wisconsin System believe that academic honesty and integrity are fundamental to the mission of higher education and of the University of Wisconsin System. The University has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students who violate these standards must be confronted and must accept the consequences of their actions.

History: Cr. Register, February, 1989, No. 398, eff. 3-1-89.

For further information, including definitions, descriptions, and student and faculty responsibilities regarding academic misconduct, please consult UW Green Bay's policies at the web sites below. Chapter 14 of the code on the web sites below is of particular importance for this issue.

[http://www.uwgb.edu/deanofstudents/policies\\_procedures/students/pdfs/uws014.pdf](http://www.uwgb.edu/deanofstudents/policies_procedures/students/pdfs/uws014.pdf)

[http://www.uwgb.edu/deanofstudents/policies\\_procedures/students/uws14\\_17\\_18.html](http://www.uwgb.edu/deanofstudents/policies_procedures/students/uws14_17_18.html)

## **CONCERT ATTENDANCE REQUIREMENT**

### **REQUIREMENT**

Music majors and minors must attend a minimum number of concerts during multiple semesters while they are in attendance at UW Green Bay. **Bachelor of Music majors** must attend a minimum of four concerts per semester for at least 8 semesters. **Bachelor of Arts music majors** must attend a minimum of four concerts per

semester for at least 6 semesters. **Music minors** must attend a minimum of 2 concerts each semester they are enrolled for a minimum of four semesters. **Transfer students** will have this requirement prorated based on the number of semesters they attend UWGB. The concerts may be solo, ensemble, or student recitals. Please note that these are the MINIMUM requirements for each degree program.

## PURPOSE

Recitals and concerts form an important co-curricular activity for all students. For music majors, they constitute an indispensable part of the training for a career in music. This requirement will encourage and increase musical awareness among music students. Music students are encouraged to attend as many concerts as possible to increase their familiarity and understanding of a wide variety of music while they are students at UWGB.

During the year, there will be faculty and student performances and presentations, and other departmental offerings, including guest artists. Such programs offer opportunities to listen to significant repertory. All programs encourage development of audience skills, aesthetic appreciation, and a sense of membership in a learning community of musicians.

## POLICY

All full-time undergraduate music majors and minors are required to attend the minimum number of concerts stated above. Concerts should be selected from the list posted on the web site, which may be linked at:

<http://www.uwgb.edu/music/events.asp>

Students must be enrolled in the course MUSIC 102 during the academic term of the attended events. Questions regarding a student's concert attendance record should be addressed to the Music Advisor. Students may check on these records at any time during the academic year.

If a student attends additional concerts during one semester, it is possible to count those towards another semester of the same academic year. No more than 2 extra concerts can be carried forward in an academic year.

If you feel that you should be excused from any part of the Concert Attendance requirement because of genuinely extraordinary circumstances, you may submit a written request to the Music Chair and reviewed by the Music Executive Committee during the first six weeks of the semester.

**The deadline to submit a request is no later than noon on Friday of the sixth week of classes.**

The request must contain the following items or it will not be considered. Students are still required to complete the Concert Attendance Requirement until they receive official notification their request has been approved. FOLLOW THESE STEPS EXACTLY. A student must provide:

1. A clear statement of the change being sought. Example: lowering the number of concerts required, altering the mixture of required concerts, or waiving the requirement altogether.
2. A clear explanation of the specific circumstances which argue for changing the requirement. Example: evening classes, work schedules, conflicting commitments.
3. Proof of the circumstances cited above, other than UWGB class conflicts. Examples: work schedule validated by supervisor's signature and phone number, registration confirmation and course schedule for non-UWGB courses, validated military duty assignments, etc.
4. The Music program's Approved Concert List for the current semester with all of the concerts which **the student is unable to attend clearly marked**.
5. The student's signature and date the request was submitted.

Students will usually be informed of the outcome of their request within two weeks.

## CONCERTS FULFILLING THE COURSE REQUIREMENT

1. Music majors may count toward the requirement University-sponsored concerts, recitals, or convocations on which they perform with the following restrictions: 1) they perform on only part of the event, and 2) they attend the other part of the performance as an audience member (not backstage).
2. Music minors may not count toward the requirement any concert, recital, or convocation in which they perform.
3. Students choose concerts from the list of department-sponsored concerts that can be found at:  
<http://www.uwgb.edu/music/events.asp>  
The dates of Student Convocations and Student Recitals are not included in this list.
4. Music majors may receive concert attendance credit for attending student convocations but must attend the entire convocation. Music majors may count a maximum of 2 convocations per semester toward fulfilling the requirement.
5. Students are encouraged to attend concerts and performances of the many musical organizations available in the Green Bay area, such as the Green Bay Symphony Orchestra, the Civic Symphony of Green Bay, classical and jazz concerts at the Weidner Center for the Performing Arts, Brown County Civic Music Association, Fox Valley Symphony, and Oshkosh Symphony. For events outside of UWGB, follow this procedure:
  - a. Take the program or other documentation to the music advisor for approval. It is the music advisor's decision to approve a particular performance as appropriate. Some performances, such as rock concerts, pop music events, lectures, or classroom and club performances may not fulfill the spirit of the requirement, so students should obtain approval in advance if they hope to use this type of concert for credit.
  - b. After the event, sign the program and take it to the Music Advisor. If students wish to keep a copy of the program, they should pick up two at the event or make a photocopy. The program that is turned in to the Music Department Office will not be returned to the student.
6. Concerts attended between fall and spring semesters may be applied to an adjacent semester with approval of the faculty advisor.
7. Programs presented at the elementary, middle, or high school level are generally not eligible for concert attendance credit.

## PROCEDURES

For concerts at UWGB, students must get their ID swiped by the faculty attendant after the performance. Students have only 10 minutes after the performance to have their ID card swiped by the faculty attendant. Multiple ID cards will not be accepted from any student. Make sure you locate the faculty ID checker, or, in the case that you cannot locate this person, you need to save your program and/or ticket stub from the performance and present it to the music advisor the next school day in order to obtain attendance credit. It would also be a good idea to locate a music faculty member and make your presence known to them for verification of attendance in the absence of the music advisor.

## CONCERT & RECITAL ETIQUETTE

There is something inherent in dressing for, or in preparing to attend, an occasion that dignifies the event. To do so in the Music program is to recognize the significance of such events in the total scheme of music study.

### **Performers: Clothing for Ensemble Performances**

The first impression the audience receives from each performer is the statement made by his/her visual appearance. This impression sets the atmosphere and predisposes the audience's response to the work before the first note is sounded.

Females: Dress professionally and conservatively; extreme or distracting necklines and sparkle should be

avoided. Unless you are a soloist, it is best if your arms are covered; no bare midriffs. Plain dress shoes are suggested, no flip flops.

**Males:** Style of dress should be uniform: all full dress, tuxedos, dark suits, etc., including appropriate shirts and ties. Loud sport coats and open neck shirts should be avoided. Appropriate dress shoes (recently shined) should be worn with plain dark socks.

**Ensembles:** It is the responsibility of the faculty instructor to inform ensemble members of the standard of dress for their ensemble. Each performer has the obligation to abide by the dress code set by the instructor.

### **Performers: Decorum**

**All performers:** Walk on and off stage with confidence. Groups should select an individual to lead on and off and to coordinate the bowing. Decide who will lead on/off, or if it will be the person with the farthest walking distance to lead on and the one nearest the exit to lead off. Page turners should be the last individuals on and off the stage.

**Recitalists:** Acknowledge the audience graciously with a discrete bow. Acknowledge your accompanist and other performers. Consult with your studio teacher for details on appropriate gestures and protocol. In general, performers do not speak at all while on stage.

### **Audience: Decorum**

Proper audience decorum is also an important facet of any performance. In many ways, an audience member can be looked upon as an auxiliary performer, assisting in the event by promoting the proper concert atmosphere. The first impression the performer receives from the audience is the statement made by the general atmosphere that pervades the concert hall. Recitals and concerts demand concentration from both performers and audience members. Be completely quiet during the performance. Distractions such as talking, whispering, unwrapping candy or lozenges, rustling of garments, shuffling programs are NOT appropriate for the other audience members or the performer(s).

1. Arrive early and be seated and settled on time; return to your seat before the end of intermission.
2. If you arrive after the program has started, wait outside until the current performer is finished and applause begins.
3. Cell phones, pagers and laptops must be turned off completely. If you need to take notes for a class, use a pen/pencil.
4. Remove caps and hats. Keep feet off the back of chairs.
5. Only bottled water in a plastic container is permitted in performance venues.
6. Give your complete attention to the performance. Reading, studying, and other activities are not appropriate.
7. Applaud when a performer walks onto the stage. Refrain from applause between movements of a single piece. Reserve your applause for the end of the piece. If in doubt, wait until others begin to applaud. Respond to the performances with enthusiastic, dignified *applause only*. No whistling, hooting, or cheering. No recording or photography during the performance.
8. Do not interrupt a performance by leaving during a selection or between pieces, except for the following: If you are performing later on the concert/recital, you may listen to earlier performers, but, select a seat that allows you to leave quickly and quietly during applause only. Following your performance you may return to the hall to listen to the rest of the recital. Enter only on applause and select a seat close to where you entered the hall.
9. Formal concerts and recitals are inappropriate for infants.

## **HEARING HEALTH & SAFETY**

In compliance with the NASM standard for hearing health and safety, we recommend you read the information at the following link to protect your hearing in every-day situations and in musical environments.

[http://www.uwgb.edu/music/files/pdf/Hearing\\_Health\\_Students.pdf](http://www.uwgb.edu/music/files/pdf/Hearing_Health_Students.pdf)

## **INDIVIDUALS WITH DISABILITIES**

As required by federal law and UW-Green Bay policy for Individuals with Disabilities, students with a documented disability who need accommodations must contact the Disability Services Office at 465.2841. Reasonable accommodations can be made unless they alter the essential components of the class. Contact the instructor and Disability Services Coordinator in a timely manner to formulate alternative arrangements.

## **INSTRUMENT USE POLICY**

### **Policy**

University instruments are available only to students who are enrolled in music courses or ensembles. A fee per semester is charged for the use of university-owned wind and string instruments. Students are responsible for any and all damage to or loss of instruments.

### **Use of University-Owned Instruments**

- Students should NEVER place any food or beverage on a university-owned piano or keyboard. Students who do not comply with this rule may be denied access to this equipment.
- When a university-owned instrument is issued, the student agrees to be responsible for the loss or damage. When checking out university-owned instrument(s), it is the student's responsibility to ensure that the instrument is in working order and clean when taking possession.
- The student should keep the university-owned instrument(s) in a secure place when not in use. Students may not use a university-owned instrument unless they have completed the rental form for that university-owned instrument.
- Students who loan university-owned instruments to others will be liable for any loss or damage.

### **Instrument Maintenance Responsibility**

Woodwinds should be swabbed out after use, mouthpieces cleaned, etc. Brasses should have valves oiled, slides greased, etc. and should be fully cleaned before they are returned. Strings should have bows loosened, instrument wiped off, etc. Percussion should be kept properly adjusted, cleaned and stored, etc. Instruments (other than large ones such as string bass or tuba) must be kept in their CASES when not in use. They are not to be hung in lockers, etc. Tubas kept in personal lockers must have a towel or carpeting on the locker floor to protect the bell. Instruction on the aforementioned is available from area faculty to assist you in assuring the instrument is properly cared for.

**A fee will be assessed to the student's account should the instrument be returned and found to be in disrepair and/or not clean.**

Absolutely no repairs are to be attempted or contracted out by students or outside persons. Instead, the student should notify the Director of Bands IMMEDIATELY.

When the student is no longer a member of the ensemble, class, or studying privately, the university-owned instrument must be returned immediately.

When the university-owned instrument is checked in, the student will be advised of any missing items or accessories and charged accordingly. University policy requires payment of all charges before enrolling in subsequent semesters.

If it is determined that proper care has not been given to the university-owned instrument, the right of future use will be forfeited.

## **APPLIED LESSON POLICY AND REQUIREMENTS**

Students are responsible for meeting all prerequisite and concurrent enrollment requirements associated with applied lesson study.

## **I. Eligibility:**

Instructor's permission must be obtained through an audition prior to acceptance into an applied studio. Contact the Music Advisor or Admissions Coordinator for details. Applied lessons may be available to all UW-Green Bay students.

## **II. Concurrent Enrollment Requirements**

- A. Major Ensemble Co-Requisites: All students registered for applied lessons must be concurrently enrolled in a major ensemble related directly to the area of applied study. Guitar and bass guitar students may use Jazz Ensemble as their major ensemble when given special permission. Keyboard students who, after an audition, do not qualify for a major ensemble may fulfill this requirement by accompanying. Accompanying duties are determined by the piano faculty in consultation with major ensemble directors.
- B. Additional Co-Requisites: All students registered for applied study must be concurrently enrolled in, or have completed, the corresponding level of the Theory/History sequence, the Keyboard Musicianship sequence, and the Ear Training and Sight Singing sequence. Non-music majors may study applied lessons without this concurrent enrollment requirement for only one credit at only the 100 level and for only two semesters if all other conditions are met and studio space is available. Music minors should consult the music advisor to develop a plan for completing their degree requirements.

## **III. Determining Amount of Credit**

- A. Applied lessons are taken for one or two credits at the 100 and 200 levels and one, two or three credits at the 300 and 400 levels.
- B. Bachelor of Music: Music Education: students pursuing a music education emphasis must complete 2 semesters of 100-level lessons for 2 credits each semester, 2 semesters of 200-level lessons for 2 credits each semester, and 2 semesters of 300-level lessons for 2 credits each semester; a grand total of 12 lesson credits.
- C. Bachelor of Music: Performance: students pursuing a performance emphasis must complete 2 semesters of 100-level lessons for 2 credits each semester, 2 semesters of 200-level lessons for 2 credits each semester, 2 semesters of 300-level lessons for 3 credits each semester, and 2 semesters of 400-level lessons for 3 credits each semester; a grand total of 20 lesson credits.
- D. Bachelor of Arts: music majors pursuing any emphasis must complete a minimum of 2 semesters of 100-level lessons for 1 credit each semester and 2 semesters of 200-level lessons for 1 credit each semester, for a total of 4 credits. Students in these emphases may enroll in lessons for 2 credits and are recommended to do so if they plan to continue applied lesson study at the 300 level.
- E. Music minors must complete a minimum of 4 credits of 100-level lessons. They may do this by taking 1 credit of lessons for 4 semesters or 2 credits for 2 semesters.
- F. Non-music majors or non-music minors may study for only one credit and only at the 100 level.

## **IV. Grading and Advancement**

- A. Applied lessons must be taken for a letter grade.
- B. The assignment of a grade will be determined by the applied instructor and, if necessary, with consultation of a faculty jury.
- C. A letter grade of "C" or better is required for successful completion, thus permitting advancement to the next level. Students may take a level twice. If a student does not successfully complete a level after taking it twice they will be dropped from that applied studio.
- D. Students receiving an Incomplete must seek permission of the applied instructor and music advisor before registering for the next level.
- E. Students must complete all jury, convocation, and recital requirements of any given level before advancing to the next level and to receive a passing grade.

## V. Jury Requirements

1. All students registered for applied lessons must perform for a faculty jury at the end of the semester unless they have performed an approved required recital during the semester.
2. Students pursuing the Bachelor of Music with a performance emphasis must perform different literature for jury than for required convocations.
3. Students studying for one credit perform a 5-minute jury. Students studying for two credits perform a 10-minute jury. Students studying for three credits perform a 15-minute jury.

## VI. Convocation Requirements

The following convocation performance requirements are the minimum designated for each degree/emphasis. Consult the applied instructor for additional requirements. Students pursuing the Bachelor of Music with a performance emphasis must perform different literature for required convocations than for jury.

Level	All B.A. and B.M. Music Education	B.M. Performance
100	Recommended	One required
200	One required; one each semester is recommended	One each semester required
300	One each semester required	One each semester required
400	One each semester required	Two each semester required

## VII. Recital Requirements

### All Bachelor of Music: Music Education majors

300 Level: A public solo half recital of 30-40 minutes of music is required. Recital permission must be granted by the music faculty. Half Recitals should be shared with another student. The Recital Coordinator schedules recitals.

### All Bachelor of Music: Performance majors

300 Level: A public solo recital consisting of a minimum of 40 minutes of music is required. Recital permission must be granted by the music faculty. The Recital Coordinator schedules recitals.

400 Level: A public solo full recital consisting of a minimum of 45 minutes of music is required. Recital permission must be granted by the music faculty. The Recital Coordinator schedules recitals.

All students studying Third Year Applied II are expected to be able to perform a junior recital. If permission to perform a public recital is denied, or if extenuating circumstances prohibit performance of a recital, Music Education Majors may, upon recommendation of the faculty jury and applied instructor, be advised of the various options for the completion of the recital requirement. (note: lack of diligence or individual practice does not constitute an extenuating circumstance)

## VIII. Lesson Scheduling and Make-Up

1. It is the student's responsibility to contact the instructor prior to, or during, the first week of classes in order to schedule lessons.
2. Students studying for one credit have 14 weekly 25 minute lessons, or the equivalent. Students studying for two credits have 14 weekly 45 minute lessons, or the equivalent. Students studying for three credits have 14 weekly 60 minute lessons, or the equivalent.

3. A student who must miss a lesson is expected to contact the instructor 24 hours in advance or forfeit the right to a make-up lesson. Students absent from more than three lessons during the semester may be failed or dropped from applied study by the instructor.
4. A 10 minute tardiness on the part of the student leaves the instructor with no obligation to teach the remainder of the scheduled lesson.
5. Lessons missed by the instructor will be made up at the mutual convenience of the student and the instructor.

## **CAPSTONE PROJECT REQUIREMENTS**

### **All Bachelor of Arts music majors**

- A. Students must enroll in and successfully complete MUSIC 480 Capstone Project, a 3-credit course.
- B. Students must complete a faculty approved project with one or more faculty members, at least one of which is from Music, culminating in a performance, composition, production, research project, community based activity, internship, travel course, or other approved project with a final presentation in a public venue.
- C. The Capstone Project will be customized to align with the student's academic interests and focus. The primary faculty supervisor will meet weekly with the student. Students will be required to do research leading to their project proposal and the projects themselves will involve both research and creative activities.
- D. If the capstone project is a recital performed on the student's major instrument, it is recommended that students enroll in Applied Lessons for 2 credits each semester. In this case, students should also follow the recital procedures below.

## **RECITAL AND CAPSTONE PROJECT PROCEDURES**

### **I. Scheduling, Fees, and Forms**

- A. Students, in conjunction with their applied instructor or primary project advisor, must schedule their performance/presentation dates through the music faculty Recital Coordinator.
- B. Students must pay a \$50 fee each for shared recitals and \$100 each for solo recitals and capstone project presentations. The fee covers only printing and audio recording expenses. The fee is paid to the Academic Department Associate in Theatre Hall 331.
- C. The recital/project fee does not cover the cost of an accompanist or other performers.
- D. Students must complete all related forms and submit them to the Academic Department Associate by stated deadlines.

### **II. Studio Lessons in Preparation for a Recital**

- A. The styles of literature studied in required applied lessons should be appropriate to the degree that the student is pursuing. All repertory must be approved by the applied instructor. Below is a summary guideline for recital repertory.
  1. Bachelor of Music with an emphasis in music education: western art music of which not more than 25% may be jazz and/or musical theatre combined. Jazz and/or musical theatre are permissible only if the student has had accredited jazz and/or musical theatre experience at UW-Green Bay.
  2. Bachelor of Music with an emphasis in performance: western art music of which not more than 25% may be jazz and/or musical theatre combined. Jazz and/or musical theatre are permissible only if the student has had accredited jazz and/or musical theatre experience at UW-Green Bay.
- B. The difficulty level of the literature should be appropriate to the level of applied study.
- C. The level of proficiency must reflect the minimum expectations as indicated in evaluations at semester juries.

### **III . Recital Preparation**

- A. The recital repertory must represent a variety of styles and be appropriate to the level of applied study and the degree being pursued.
- B. It is recommended that convocations be performed prior to the recital as part of the recital preparation.
- C. Half recitals will include at least 30 minutes, but not exceed 40 minutes, of music.
- D. Students preparing a half recital must share the program with another student preparing a half recital. The Recital Coordinator will assign recital dates in accordance with available performance hall dates. It is best if the recitalist, with the approval of their applied instructor, secures a recital partner.
- E. Recitals performed in partial fulfillment of degree requirements must be performed on the UW-Green Bay campus.
- F. Ensemble music, musical theatre, and jazz combined cannot constitute greater than 25% of the recital music. "Ensemble music" excludes music for two performers in which:
  - 1. the piano performs an accompanying role or,
  - 2. the piano or other instrument is an equal partner in a sonata or similar genre.
- G. Performance Majors, 400-level recital must include at least one ensemble piece that demonstrates leadership and collaboration on matters of musical interpretation. The student will be responsible for musical selection, score preparation and knowledge, rehearsal, and development of a collaborative and stylistically appropriate interpretation, with minimal guidance from the instructor.

### **IV. Recital and Capstone Project Hearings**

- A. All students will be reviewed for readiness no less than 4 weeks before the intended performance or presentation date unless granted exemption at the previous semester's jury exam.
- B. Statement of purpose:
  - 1. To effect consistent proficiency levels throughout the music program.
  - 2. To verify that fundamental musical elements are not at question.
  - 3. To ensure that the student has a positive experience.
- C. Hearing Bodies:
  - 1. Recitals: the hearing body include must the applied instructor and two other members of the appropriate applied jury faculty. With the applied instructor's approval, it is the student's responsibility to schedule the recital permission hearing. A record of the recital hearing will be kept by the applied instructor via the Applied Record Card.
  - 2. Capstone Project: the hearing body includes the primary project advisor and a music faculty member with a different area of expertise than that of the primary advisor. When appropriate, the hearing body will include a non-music faculty member with expertise related to the project.
- D. Hearing Content:
  - 1. Recital: The permission hearing must include at least 15 minutes of music for a half recital and 25 minutes of music for a full recital. The student should supply a complete list of recital music to the hearing body and be prepared to perform any music from that list at the hearing. The hearing body, in conjunction with the applied instructor, will make selections from the program at the time of the permission hearing.
  - 2. Capstone Project: The student should supply an outline of the public presentation to the hearing body. The student should be prepared to respond to and participate in a question/answer/discussion session of at least 15-minutes. The hearing may consist of a presentation taken from the project.
- E. The following constitutes an acceptable permission hearing:
  - 1. Recital:

- a. Tone and technique are representative of at least 6 semesters of progress for a 300-level recital and 8 semesters for 400-level recital.
  - b. Musical performance represents an understanding of historical styles.
  - c. Hearing body is confident that a successful performance can be achieved in the time remaining.
  - d. All recital participants must attend and be prepared to perform at the permission hearing.
2. Capstone Project:
    - a. Quality of project is representative of 400-level work.
    - b. Presentation represents the breadth and depth of student's degree focus.
    - c. Hearing body is confident that a successful presentation can be achieved in the time remaining.
    - d. All participants must attend and be prepared to participate at the permission hearing.

## **V. Poster Guidelines**

- A. Recital poster must include:
  1. Level of applied study (junior/senior).
  2. Degree name for which recital is required.
  3. Student's applied instructor.
  4. Student's name and instrument.
  5. Time/date/place.
  6. UW Green Bay Music Program.
- B. Recital poster may include:
  1. Composers names.
  2. Additional performers names.
- C. Capstone Project poster must include:
  1. Title of Project.
  2. Degree name for which Project is required.
  3. Student's Project advisors.
  4. Student's name.
  5. Time/date/place.
  6. UW Green Bay Music Program.
- D. Capstone Project poster may include:
  1. Relevant resources.
  2. Performers' names.
  3. Media/format.

## **VI. Program Guidelines: Recitals & Capstone Projects**

- A. Recital program must include:
  1. Level of applied study (junior/senior).
  2. One of the following sentences depending upon which degree is being pursued:
    - a). This recital is presented in partial fulfillment of the requirements for the Bachelor of Music degree in \_\_\_\_\_ (Music Education or Performance) in the Music Discipline of the University of Wisconsin-Green Bay.
    - b). This recital is presented in partial fulfillment of the requirements for the Bachelor of Arts degree with a Major in Music and an Emphasis in \_\_\_\_\_ (Jazz Studies or Applied) in the Music Discipline of the University of Wisconsin-Green Bay.
  3. Student's applied instructor.
  4. All performers names and their instrument.
  5. Date/time/place.

6. Titles of works to be performed and the composers.
7. Program notes and translations if applicable.
- B. Recital program may not include personal statements, including citation of thanks.
- C. Capstone Project program must include:
  1. Title of project.
  2. The following statement:  
 This event is presented in partial fulfillment of the requirements for the Bachelor of Arts degree with a Major in Music and an Emphasis in \_\_\_\_\_ (Composition, Jazz Studies, or Individualized Studies) in the Music Discipline of the University of Wisconsin-Green Bay.
  3. Student's Project advisors with the primary advisor listed first.
  4. All participants names and their role/contribution.
  5. Date/time/place.
  6. Program notes.
- D. Programs may not include personal statements, including citation of thanks.

## **REQUIREMENTS FOR CANDIDACY IN BACHELOR OF MUSIC PERFORMANCE PROGRAM**

### **I. Conditions of Acceptance**

- A. Recommended by applied teacher and endorsement of faculty at sophomore profile review.
- B. Acceptance as performance major granted by recommendation of applied teacher and vote of faculty body at the jury for 2XX Applied Lessons II.
- C. Maintain minimum grade of B at 100 levels of applied study and minimum grade of AB at 200 levels of applied study.
- D. MUSIC/MUS APP/MUS ENS gpa must be at least 3.0.

### **II. Conditions for Continuation**

- A. Maintain minimum grade of AB at 300 and 400 levels of applied study.
- B. Must be granted continuation by faculty jury after each semester of applied study and performance of 300-level recital. The faculty jury must consist of applied instructor and 2 other applied faculty selected by the applied instructor.
- C. Student must demonstrate to faculty jury knowledge of appropriate historical styles through performance and program notes at both 300-level and 400-level Recitals.
- D. Student must demonstrate to faculty jury the ability to perform professional level literature.
- E. Student must demonstrate to applied instructor the ability to do performance analysis of appropriate literature.

## **REQUIREMENTS FOR COMBINING PROGRAMS IN MUSIC**

### **I. Choral/General Music Ed adding Instrumental Certification:**

#### **16 Credits Required**

##### MUSIC COURSES REQUIRED: MINIMUM OF 8 CREDITS

MUSIC 341	Woodwind Techniques	2
MUSIC 342	Brass Techniques	2
MUSIC 343	String Techniques	2
MUSIC 345	Percussion Techniques	2

ENSEMBLE REQUIREMENT: MINIMUM OF 4 CREDITS REQUIRED

MUS ENS 241/441	Concert Band	1
MUS ENS 241/441	Concert Band	1
MUS ENS 241/441	Concert Band	1
MUS ENS 241/441	Concert Band	1

100 LEVEL APPLIED LESSONS: MINIMUM 4 CREDITS REQUIRED

MUS APP 1XX	Instrumental Applied Lessons I	2*
MUS APP 1XX	Instrumental Applied Lessons II	2*

\*recommend 1 credit each semester (4 semesters total)

RECOMMENDED COURSE

MUSIC 348	Instrum Conduct and Rehearsal Tech	3
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**II. Instrumental/General Music Ed adding Choral Certification:**

**13 Credits Required**

MUSIC COURSE: 2 COURSES REQUIRED (5 CREDITS)

MUSIC 305	Diction for Singers I	2
MUSIC 319	Choral Tech: Literature, Arranging, & Pedagogy	3

100 LEVEL APPLIED LESSONS: MINIMUM 4 CREDITS REQUIRED

MUS APP 105	Applied Voice Lessons	2*
MUS APP 106	Applied Voice Lessons	2*

\*recommend 1 credit each semester (4 semesters total)

MAJOR ENSEMBLE: MINIMUM 4 CREDITS REQUIRED

MUS ENS 261/461	Concert Choir (repeat up to 4 times)	1
MUS ENS 262/462	Chorale (repeat up to 4 times)	1

RECOMMENDED COURSES:

MUSIC 306	Diction for Singers II	2
MUSIC 344	Choral Conduct & Rehearsal Tech	3
MUS APP XXX	Applied Piano Lessons	1

**III. Music Ed adding Performance:**

16 Credit Required

APPLIED LESSON REQUIREMENT: MINIMUM OF 8 CREDITS

MUS APP 3XX	Add 1 credit of Third Year I	1
MUS APP 3XX	Add 1 credit of Third Year II	1
MUS APP 4XX	Fourth Year Applied Lessons I	3
MUS APP 4XX	Fourth Year Applied Lessons II	3

MAJOR ENSEMBLE REQUIREMENT: MINIMUM 2 CREDITS REQUIRED

MUS ENS 4XX	Major Ensemble*	1
MUS ENS 4XX	Major Ensemble*	1

\*Ensemble must be in the area related to above applied lessons

MUSIC COURSES REQUIRED: MINIMUM OF 3 CREDITS REQUIRED

MUSIC COURSES REQUIRED: MINIMUM OF 3 CREDITS REQUIRED  
COURSE MAY NOT DOUBLE COUNT WITH UPPER LEVEL THEORY REQ.

MUSIC 423	Seminar in Music Literature	3
MUSIC 453	Materials and Design	3

## **MAJOR AND MINOR ENSEMBLES**

Major and minor ensembles are open to all university students by audition. Auditions take place the first week of each semester. Contact the director of the ensemble as listed in the Schedule of Classes for specific information.

Major ensembles are offered each semester. Not all minor ensembles are offered every semester. Check the Schedule of Classes for periodicity.

### Major Ensembles

MUS ENS 241/441	Symphonic Band and Wind Symphony
MUS ENS 261/461	Concert Choir
MUS ENS 262/462	Chorale

### Minor Ensembles

MUS ENS 142/342	Jazz Combo
MUS ENS 143/343	Jazz Ensemble
MUS ENS 144/344	Woodwind Ensemble (various groupings)
MUS ENS 145/345	Brass Ensemble
MUS ENS 146/346	Contemporary Percussion Ensemble
MUS ENS 150/350	New Music Ensemble
MUS ENS 163/363	Chamber Singers
MUS ENS 165/365	Vocal Jazz Ensemble
MUS ENS 166/366	Opera/Music Theatre Workshop
MUS ENS 188/388	Hand Drumming Ensemble