

California State University  
**Northridge**

**Department of Music**  
*Undergraduate Handbook*

Revised September 2006



This handbook contains information generally not available in other printed materials. It should be used in conjunction with the information contained in the current University Catalog and Schedule of Classes.

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## Music Department Directory

If you have a question or need a particular service, this list will help you.

	<u>Room</u>	<u>Phone Ext.</u>
Advisement/Undergraduate (L. Clará)	MU 116	3182
Advisement/Graduate (D. Murray)	MU 116	3064
Breadth Studies in Music (R. Alviso)	MU 234	2155
Calendar of Events Bulletin Board	MU 101 Hall	
Choral Office (P. Smith)	MU 211	3171
Composition (L. Marinescu)	MU 228	6478
Guitar (S. Thachuck)	MU 205	2846
Instruments (G. Fabré)	MU 116	3153
Jazz Studies (M. Harris, G. Pratt)	MU 225	3169
Lockers (G. Fabré)	MU 116	3153
Lost and Found	MU 116 or Campus Police	
Media Composition (E. Sellers)	MU 224	3191
Messages/Papers for Faculty	MU 116	
Music Education (M. Schliff)	MU 206	3170
Music Industry (J. Leach)	MU 118	3152
Music Therapy (R. Borczon)	MU 208	3174
Opera (D. Aks)	MU223	3070
Orchestral Strings (J. Roscigno)	MU 212	6834
Organ (T. Howard)	MU 116	3181 message
Percussion (J. Leach)	MU 118	3152
Piano (F. Régnat)	MU 280	4727
Practice Rooms (G. Fabré)	MU 116	3153
Recital Hall Use (G. Fabré)	MU 116	3153
Recital Handbook and Scheduling (G. Fabré)	MU 116	3153
<i>Also available on-line at <a href="http://www.csun.edu/music">www.csun.edu/music</a></i>		
Recital at Noon (M. Reale)	MU116	3180
Recording (P. Calvert)	MU 275	3156
Steel Drum Ensemble (G. Rabe)	MU 116	3181 message
Symphony Orchestra (J. Roscigno)	MU212	6834
Undergraduate Graduation Evaluation (L. Clará)	MU116	3181
Voice Area (D. Sannerud)	MU 268	3137
Wind Area (L. Stoffel)	MU210	3160
Wind Ensembles/Bands (L. Stoffel)	MU210	3160

## Faculty Offices and Telephones

Members of the music faculty are pleased to assist students in every way possible; all students should feel free to seek consultation as often as needed. It is requested however, that these be carried on at scheduled times. Each faculty member has office hours posted outside his/her office; a master list of these hours is posted outside Music 116A/B. When a class schedule conflicts with the posted office hours, a special appointment should be made with the faculty member.

<u>Faculty</u>	<u>Area</u>	<u>Part/Full Time</u>	<u>Office</u>	<u>Phone Ext.</u>
Aks, David	Opera/Strings	FT	223	3070
Alviso, Ric	World Music	FT	234	2155
Baker, Katherine Ramos	Choral/Music Education	FT	226	3445
Baltz, Ann	Opera Techniques	PT	232	3177
Borczon, Ron	Music Therapy/Guitar	FT	208	3174
Bostrom, Sandra	Piano/Music Industry	PT	236	3161
Garrett, Glenn	General Education	PT	209	3172
Harris, Matt	Jazz Studies	FT	225	3169
Heerema, Elmer	Piano/Choral	FT	232	3177
Heinen, Julia	Clarinet/Musicianship	FT	204	3168
Hosken, Dan	Music Technology	FT	235	3161
Howard, Tim	Organ/Theory	PT	104	3105
Ketchie, Diane	Voice	PT	233	3178
Kessner, Dan	Theory/Composition	FT	227	3179
Kim, Mary	Violin/Music History	FT	202	6587
Knieter, Gerard	General Education	FT	230	3158
Leach, Joel	Music Industry/Percussion	FT	118	3152
Luedders, Jerry D.	Saxophone	FT	100	4752
Marinescu, Liviu	Composition	FT	228	6478
Murray, Deanna	Voice	FT	267	3365
Pratt, Gary	General Education/Jazz	FT	201	2339
Purcell, Ron	Guitar	FT	212	2339
Régnat, Françoise	Piano	FT	280	4727
Roscigno, John	Symphony Orchestra	FT	212	6834
Salas, Jacqueline	Piano Music Industry	PT	232	3177
Sannerud, David	Voice	FT	268	3137
Schliff, Mary	Music Education	FT	206	3170
Scott, David	Voice	PT	231	3176
Scott, Judith	Voice	PT	231	3176
Sellers, Elizabeth	Media/Composition	FT	224	3191
Smith, Paul	Choral/Music Education	FT	211	3171
Stoffel, Lawrence	Winds/Wind Ensembles	FT	210	3160
Stones, Linda	Voice	FT	214	2794
Thachuk, Steve	Guitar	FT	205	2846
Whitwell, David	Music History	FT	231	3176

## **Staff Offices and Telephones**

<b><u>Staff</u></b>	<b><u>Position/Area</u></b>	<b><u>Office</u></b>	<b><u>Phone Ext.</u></b>
Calvert, Phil	Recording Technician	275	3156
Clará, Lea	Undergraduate Advisor	116	3182
Fabré, Guy	Instruments/Production	116	3153
Gray, Linda	Administrative Support	116	4752
Hall, Cherice	Materials Center	147	3157
Karukas, Jim	Piano Technician	148	2603
Kuhn, Pat	Administrative Coordinator	100	3181
Reale, Mary	Public Relations	116	3180
Roberts, Carol	Accompanist	208	2846
Sanborn, Jan	Accompanist	208	2846

## **Music Building Information**

### **Building Hours**

During the academic year, while classes are in session, the Music Building and its practice and locker rooms are open for use by students at the following times:

Monday-Friday	7:45 AM—10:00 PM
Saturday	9:30 AM—8:00 PM
Sunday	Noon—8:00 PM

All Music Department facilities are off-limits to students during all other times unless they are accompanied by a music faculty or staff member.

### **Practice Rooms**

Music students have access to 60 practice rooms on the first and second floors of the South Music Building. Rooms on the second floor contain 1 or 2 pianos. Some rooms are unlocked during regular building hours; others are accessible only to those who have been issued keys.

- The practice rooms on the first floor are unlocked during regular building hours and are intended for individual and small ensemble practice.
- Students not needing or using pianos in their practice sessions also are asked to use the downstairs practice rooms.
- Specific rooms with grand pianos are reserved for BM piano majors only; assignment for time in a grand piano practice room is available to BM piano majors enrolled in private lessons. They are issued on a semester basis only. Key contracts can, however, be renewed with consultation from Guy Fabré and appropriate faculty approval. \*

- The keyboard musicianship practice rooms (for those enrolled in MUS110AB or 210AB) will be scheduled during the second week of classes in MU116 by Guy Fabré. Students may also use any available piano practice room if available.
- Percussion equipment is available in specified rooms on the first floor only to those who have been issued an access code. See Joel Leach (room 118) for access code. Students who share the access code to unauthorized students will lose the privilege of using the practice rooms.
- Organ practice room is available in MU104; it is only available to students who are enrolled in lessons and who have paid the lab fee. See Dr. Tim Howard for room availability.

\*Note: Students who do not return their key(s) or renew their contracts before the return date specified on the contract(s) will have their grades, registration, and transcripts encumbered and a penalty of \$80.00 per key assessed. The encumbrance will remain in effect until the key(s) are returned or the penalty has been paid in full.

*Questions involving the availability of any and all of these rooms, as well as inquiries regarding the payment of fees, should be addressed to Guy Fabré in the music office.*

### **Lockers**

Lockers are available for issue to music majors who need to store their instruments (Rms. 157, 160, 275E and 275W) and are issued on a semester basis only. See bulletin boards as to exact time and location of sign-up

- Instrumental locker sign-up for students with instruments begins on the first day of classes each semester.
- Piano and vocal majors can sign up for lockers on Thursday of the first week of classes.
- Students must show proof of enrollment (confirmation of classes) and padlock at the time of locker assignment. No Exceptions. Students must supply their own padlock or combination lock.
- Lockers are issued on a semester basis only; all lockers are cleaned out at the end of each semester.

**The music department is not responsible for the safety of locker contents.**

### **Student Pick-up**

Messages to and from students, faculty, and staff can be placed in the student pick-up file located in locker room MU275E.

## **ATTENDANCE/PARTICIPATION POLICY**

This policy, instituted by the Music Department in Fall 1996, states the minimum requirement for all courses. Individual professors do not have the option of establishing a more lenient policy; they may, however, establish a more rigorous policy, which is to be described in the course syllabus. The minimum policy is as follows:

1. Each absence in excess of 10% of the total scheduled contact hours shall lower the final grade by 1/3 grade (+/-).
2. Tardiness is defined as arrival any moment after the time the class is listed to begin in the Schedule of Classes or as mutually agreed upon by faculty and students in the TBA courses. Three "tardies" shall be counted as one absence.
3. Absence due to illness will be excused only with a doctor's verification slip.

### Additional requirements and verifications for Ensembles and Lessons

#### **1. Ensembles**

Attendance at all rehearsals is required. Any absence is unacceptable. In consultation with the faculty of the applied area, conductors have the option of considering requests to be excused from a rehearsal due to exceptional circumstances. Requests must be presented 24 hours in advance of the rehearsal. A grade of "F" will be given to any student who fails to participate in a scheduled concert of an ensemble in which she/he is enrolled.

#### **2. Individual Lessons**

- A. Attendance at all lessons is required. Any absence is unacceptable.
- B. 1-credit lessons (A) meet for 25 minutes per week.  
2-credit lessons (B) meet for 50 minutes per week.
- C. A minimum of thirteen lessons are required each semester.
- D. Any lessons missed by the instructor are to be made up prior to the jury.

## **INDIVIDUAL APPLIED LESSONS**

Music majors are required to declare, with the approval of the department, a performance specialization (voice, piano, or other principal instrument). They are expected to develop this performance ability, appear regularly in performance, and demonstrate progress to faculty satisfaction.

All students who have passed the entrance audition are entitled to 13 weeks of department-paid lessons per semester, for the number of semesters specified in the program. Students in B.A. Options are entitled to 25-minute lessons each week, carrying one unit of credit. B.M. students are entitled to 50-minute lessons each week, carrying two units per semester.

Department policies concerning private lessons include the following:

1. Private lessons must be taken for a grade; Credit/No Credit enrollments are not acceptable and will not apply towards the degree.
2. Students must be enrolled in private lessons **by the second week of classes**. Students not enrolled by the second week **are not eligible for state-paid lessons**.
3. Students enrolling in applied instruction must study with CSUN faculty.
4. Students must be **concurrently** enrolled in **two units of ensembles** to maintain eligibility for department-paid lessons. One ensemble must be a conducted ensemble.
5. Students must be enrolled in a minimum of 12 units per semester (including the lessons) for eligibility to receive department-paid lessons.
6. No make-up lessons will be given unless the instructor is notified 24 hours in advance of the lesson to be missed. Make-up lessons will be given at a time mutually agreeable to the instructor and student.
7. At the end of each semester all students enrolled in private lessons must pass a Jury with a grade of C- or better demonstrating their growth and development in the applied area.

## **JURIES – End of the Semester**

- A jury is a final exam in the individual performance area, given at the end of each semester.
- All students taking private lessons must perform a jury.
- These exams are held during the final exam week each semester.
- Each area of performance--winds, strings, percussion, piano, organ, guitar, and voice--administers its own juries.
- Jury forms are available online at [www.csun.edu/music](http://www.csun.edu/music) and must be typed and completed before the jury is performed.
- Students are required to dress in clothing appropriate for a public performance.
- Jury grade is 20% of the final grade for applied lessons (40% for piano majors), unless otherwise stated in the instructor's syllabus.

## **Recital Juries (Junior & Senior)**

Recital Juries for Junior and Senior recitals may be done at the end of the semester during regular juries or at during the first 7 weeks of the beginning of the current semester. See your faculty advisor to set up jury.

Download the Recital Handbook located on the Web for necessary forms and additional information at: [http://www.csun.edu/music/student\\_resources/recital\\_handbook.html](http://www.csun.edu/music/student_resources/recital_handbook.html)

## **ENSEMBLE REQUIREMENTS (Co-requisite to Lessons)**

- Enrollment in 2 units of ensemble(s) is required each semester in which the student is enrolled in individual lessons.
- Students must audition and be placed in ensembles approved by the student's area each semester.
- Students who do not audition for ensembles and/or are not enrolled in 2 units of ensembles and a minimum enrollment of 12 units will not be eligible for lessons that semester.

**Music Industry/Music Therapy (BA)** – Requirement: 4 semesters of applied lessons (1 unit each semester) and 4 semesters of ensembles (2 units each semester).

**Music Education (BA)** – Requirement: 7 semesters of applied lessons (1 unit each semester) and 7 semesters of ensembles (2 units each semester).

**Breadth Studies in Music (BA)** - Requirement: 4 semesters of applied lessons (1 unit each semester) and 4 semesters of ensembles (2 units each semester). With written approval from the department chair, students may be eligible for two additional semesters of lessons and ensembles if capstone project is a lecture/recital (normally not permitted).

**Performance – Winds, Strings, Piano, Guitar, Vocal Arts, Jazz (BM)** - Requirement: 8 semesters of applied lessons (2 units each semester) and 8 semesters of ensembles (2 units each semester).

**Composition/Theory/Commercial & Media Writing (BM)** - Requirement: 4 semesters of applied lessons and 4 semesters of ensembles (2 units each semester).

**Ensemble Offerings: (see Schedule of Classes for current offerings)**

**Conducted Ensembles**

MUS 172/372	Northridge Singers	2 units
MUS 179/379B	Wind Ensemble	2 units
MUS 181/381B	Jazz "A" Band	2 units
MUS 182/382	Symphony Orchestra	2 units
MUS 170/370	University Chorus	1 unit
MUS 173/373	Master Chorale	1 unit
MUS 174/374	Chamber Singers	1 unit
MUS 177/377	Women's Chorale	1 unit
MUS 179/379A	Wind Symphony	1 unit
MUS 181/381A	Jazz "B" Band	1 unit
MUS 371	Jazz Vocal Ensemble	1 unit
MUS 299A	Youth Orchestra	1 unit

**Chamber Ensembles**

MUS 168/368	Steel Drum Ensemble	1 unit
MUS 178/378	African Music Ensemble	1 unit
MUS 227	Japanese Taiko Drum Ensemble	1 unit
MUS 485	20 <sup>th</sup> C. Music Ensemble/Discovery Players	1 unit
MUS 378B	Opera Workshop	1 unit
MUS 287/487	Chamber Music	1 unit
MUS 385	Brass Ensemble	1 unit
MUS 387	Percussion Ensemble	1 unit
MUS 189/389	Jazz Combos	1 unit
MUS 484	Piano Ensemble	1 unit

\*Transfer students may have completed some of the applied lessons and ensemble requirements. See the Music Advisor for an evaluation of your transfer units. Ensembles may be repeated a maximum of 4 times in lower division and 4 times in upper division.

**Ensemble Grading.** The individual conductors establish their own grading procedures, which are to be communicated to the students on the first day of rehearsals. Students will be advised each term of the schedule of specific performance obligations they are expected to meet; missing a scheduled performance results in an "F" grade (see Attendance/Participation Policy below). It is expected that the ensemble performances will take precedence over outside commitments.

## STUDENT RECITALS

1. **Noon Recitals.** Students are encouraged to perform in recitals held Tuesdays and Thursdays from 12-12:45 PM in Music 158 (Recital Hall). Information and sign-up forms are available in the Program Office (MU 116, Mary Reale). Sign-ups are on-going until the semester's schedule is full. Note: since the schedule fills rapidly, students are encouraged to sign up early in the semester.

2. **Recital.** Students in the BM program and BA Music Education are required to present a recital including fifty minutes of prepared music. Students must register for credit/no credit course Music 495 ***in the semester in which the recital is presented.*** A NC (no credit) grade will be given if the recital is not performed and the student will need to re-enroll in MUS495 to receive credit.

A preliminary requirement for recitals is presenting and passing a Recital Jury. The student's private lesson teacher determines his/her preparedness to present this pre-recital jury, which is to be scheduled during one of the following periods:

- The semester prior to the recital during a designated time during end-of-semester Juries.
- At a prearranged time the week prior to the beginning of classes.
- During weeks 1-7 of the semester in which the recital is anticipated.

Recital Information packets containing instructions and required forms are available online at [www.csun.music/edu](http://www.csun.music/edu). See Guy Fabré for more information (Room 116).

Scheduling a Recital performance date must be done within the first 7 weeks of the semester for performances in the current semesters or at the end of the semester jury for the following semester. No exceptions. See Guy Fabré in room 116 to schedule a performance date.

## INSTRUMENTAL RENTAL AND AVAILABILITY

*Instrument Check-Out.* A music student may check out an instrument only if it is required by a departmental performing organization or by a class in which the student is enrolled. A fee of \$10-\$35 per semester is required to cover maintenance and insurance (\$25 for summer use). Instruments are checked out from MU 116E. Students may also be offered the use of department instruments for private lessons; if so, they need to have advisement from the technician in MU 116 (Guy Fabré). In some cases, fees for instrument use may be waived. These waivers are governed by faculty policy and are administered by the instrumental office personnel. Instruments are issued on a semester basis; no instrument is to remain checked out for longer than one semester at a time. Instrument issue contracts can be renewed, however, with appropriate faculty permission and consultation with Guy Fabré.

Note: Students who do not return their instrument(s) or renew their instrument contract(s) before the return date specified will have their grades, registration, and transcripts encumbered. The encumbrance will remain in effect until the instrument(s) are returned and any related fees are paid in full. Lost instruments or instruments that are stolen due to the negligence of the student to whom the instrument was issued must be replaced with another instrument of comparable quality that is acceptable to the Music Department. If approved by the Department, the student may instead pay all expenses incurred by the Department for the replacement of the instrument.

## **STUDENT ORGANIZATIONS**

CMENC Collegiate Chapter of MENC: (national association for music education)  
Faculty Advisor: Mary Schliff

CMENC is the student collegiate affiliate of MENC, (Music Educators National Conference). Membership affords students an opportunity for professional growth and development in music education while still in school. Student members receive monthly issues of Music Educators Journal and Teaching Music. Activities include on campus meeting and participation in local, state, and national music education conferences. Dues are established yearly by the national organization.

Phi Kappa Lambda  
Faculty Advisor: Julia Heinen

This national music honor society was founded in 1918 at Northwestern University. Membership is open to junior, senior, and graduate students majoring in music. To be considered, students must have completed residency requirements and have a GPA in the top 20% of their class.

Music Therapy Club  
Faculty Advisor: Ron Borczon

Organized as a support group for the Music Therapy program in the Department.

## **Advisement**

The Music Department requires ALL students to obtain advisement from their Faculty Advisor of their degree option every semester. If a student does not go through the advisement process, a registration hold (TTR hold) will remain on the students file. As a result, students will not be able to access TTR to enroll in classes during their appointed time. Advisement for continuing students is held two to three weeks prior to final exam week, immediately after TTR forms are mailed. Faculty Advisors will post sign-up sheets for advisement; it is the student's responsibility to make sure an appointment is made. Before advisement the student should pick up an Advisement form in Music 116 and Schedule of Classes for the following semester (available in the Book Store).

## **Faculty Advisors**

ALL music major needs to be advised by the Coordinator of his/her declared Option. The student is to work with this advisor during his/her entire preparation for the undergraduate degree (a change of Option also involves a change of advisor). Advisors, according to Option, are as follows:

<b><u>Option</u></b>	<b><u>Advisor</u></b>	<b><u>Room</u></b>	<b><u>Phone</u></b>
Breadth Studies in Music	Ric Alviso	234	677-2155
Music Industry Studies	Joel Leach	118	677-3152
Music Education/Credential	Mary Schliff	206	677-3170
Music Therapy	Ron Borczon	208	677-3174
Winds	Lawrence Stoffel	210	677-3160
Percussion	Joel Leach	118	677-3152
Strings	John Roscigno	212	677-6834
Guitar	Steve Thachuk	205	677-2846
Piano	Françoise Régnat	280	677-4727
Organ	Timothy Howard	104	677-3105
Voice	David Sannerud	268	677-3137
Theory/Composition	Liviu Marinescu	228	677-6478
Commercial Media Writing	Elizabeth Sellers	224	677-3191
Jazz Studies	Gary Pratt	222	677-2743

## **Music Department Advisement**

Lea Clará is available to assist students with general advisement. Questions regarding academic status, selecting a major, changing major, DPRs report, unofficial transcripts, graduation, transfer evaluation, etc. should be directed to her in CY 116. Questions regarding Option and courses within the degree option should be directed to the Faculty Advisor.

## **Student Resource Center (NH 135)**

This office has been established by the College of Arts, Media and Communication to assist all incoming students with academic advisement. General Education advisement and questions involving total program rather than major will be referred to this office. ALL First-time Freshman, Second Semester Freshman, EOP students, and students on Academic Probation are required to meet with an academic advisor each semester.

## Graduation Evaluation (Grad Check)

Lea Clará, Undergraduate Advisor, is responsible for providing the departmental graduation evaluation, which then becomes part of the all-university graduation evaluation provided by the Office of Admissions and Records.

- A Grad Check should be requested one year prior to the anticipated graduation date. Or, after the completion of 90 units.
- Fill out an appointment-request form for a grad check, available in Room 116, and submit it with all the information requested. She will notify you by phone/email with an appointment day/time to go over all your graduation requirements with you. You should have already met with your area coordinator regarding option electives, registration holds, etc.
- Submit the original signed Application for Graduation to the Admissions & Records Office located in the Student Services Building. You will need to pay a fee of \$47 (\$57 if late) to apply for graduation.
- After review, the A & R office will mail to you an official Graduation Evaluation DARS report listing all General Education courses, music courses, and other requirements needed for graduation. This can take up to 4 months.

## Degree Progress Report (DPR Report)

The DPR reflects remaining requirements needed for completion of the degree including all General Education and Music requirements. This report will include all transfer coursework from other colleges and universities. You can request a DPR report from your SOLAR student account or during advisement with an advisor. The report is available in two forms: PDF format and interactive. Through the interactive DPR you will be able to view course descriptions, pre-requisites and the next semester in which the class will be offered. Go to 'services for students' and 'view Degree Progress Report (DPR) to view or print a copy. Make sure to go to the 'results' tab and click on 'refresh' until "view report" or "interactive audit" shows up.

## MISCELLANEOUS

1. Music Stands. Though the quantity of Music Department stands is substantial, there are not enough to fulfill the needs of all students at all times; therefore, use of these stands is restricted. The department will supply stands for all performances and for private lessons occurring in department studios. Students must supply their own stands for all rehearsals and for practice sessions.
2. Music Chairs. Specially designed music performance chairs are maintained for performances and for rehearsals occurring in MU 158 and MU 159. These chairs are not to be removed from these rooms.
3. Outdoor Practice. Outdoor practicing is strictly prohibited anywhere on campus at all times. Practicing outdoors is a major distraction to classes in session and the neighboring community
4. Recordings - ALL student ensemble performances and faculty recitals are recorded and available for one day check out at the Oviatt Library (3<sup>rd</sup> floor).

## **Additional Information:**

### **Freshmen:**

Ensemble Auditions: All students taking applied lessons must audition for ensembles appropriate for their instrument every semester (See Area Advisor). Lessons and ensembles should be added to the student's schedule by the second week of the semester.

All freshman students (First and Second Semester) are required to see the Student Resource Center for additional academic (GE) advisement following the Music Department advisement. You must have your yellow advisement form with you when meeting with the SRC.

Meet with Area Advisor before the end of the semester for academic advisement

All freshman students will go through a Music Department Academic Review. Students must complete all 100 level music courses to pass review (101, 111, 112, 110A, 110B, 191, Lesson and Ensemble). Those students not passing Freshman Review will need to complete deficiencies during the sophomore year.

### **Sophomores:**

Ensemble Auditions: All students taking applied lessons must audition for ensembles appropriate for their instrument every semester (See Area Advisor). Lessons and ensembles should be added to the student's schedule by the second week of the semester.

All sophomore students will go through a Music Department Academic Review. Students must complete all 100 and 200 level music courses to be granted upper division music status and be eligible for upper division applied lessons.

Meet with Area Advisor before the end of the semester for academic advisement.

## **Additional Information:**

### **Juniors:**

Ensemble Auditions: All students taking applied lessons must audition for ensembles appropriate for their instrument every semester (See Area Advisor). Lessons and ensembles should be added to the student's schedule by the second week of the semester.

Take Upper Division Writing Exams (after completion of 60+ units). See Schedule of Classes for exam dates and deadlines.

Meet with Area Advisor before the end of the semester for academic advisement

Apply for Graduation during the second semester of the Junior Year. Admissions office requires students to apply for graduation one year prior to the anticipated graduation date. See Lea Clará for a graduation check appointment (room 116).

### **Seniors:**

Ensemble Auditions: All students taking applied lessons must audition for ensembles appropriate for their instrument every semester (See Area Advisor). Lessons and ensembles should be added to the student's schedule by the second week of the semester.

Prepare for Recital: All BM students and BA Music Education must perform a Senior Recital. See Recital section in this book. You can only enroll in MUS495 Senior Recital the semester you are actually giving your recital to receive credit.

Meet with Area Advisor before the end of the semester for academic advisement

Purchase Cap and Gown for Graduations

Attend Graduation!