



SCHOOL OF MUSIC

2016-17 Undergraduate Handbook

College of Fine Arts and Communications

Brigham Young University

This handbook does not contain information applicable to graduate students. The graduate handbook can be found on the BYU SCHOOL OF MUSIC [website](#).

We are anxious to improve the quality and content of this handbook. If you have any comments or questions, please [contact](#) the administrative assistant in E-579 of the HFAC.

School of Music Mission Statement

The BYU SCHOOL OF MUSIC seeks truth in great music. We strive to lead in the composition, performance, teaching, and understanding of music and to serve the university, The Church of Jesus Christ of Latter-day Saints, and the world through this divine gift.

The mission of the School is revealed in the daily activities of the faculty, administration, staff, and students, who strive:

- » To achieve the highest professional and moral standards and to explore proven and promising pedagogical and technological methods;
- » To continually develop as teachers, scholars, creative artists, and citizens;
- » To expand the local, national, and international reputation of the School of Music through concerts and recording, including music composed by its faculty and students; through publications; and through touring, presentations at conferences competitions, invited lectures, and music festivals;
- » To enrich the musical life of all students on and of campus by offering participation in a wide variety of ensembles and studio instruction in instruments and voice, and by offering general interest courses presenting a diverse sampling of topics in the field of music;
- » To offer undergraduate and graduate degree programs that meet the highest professional standards and to train and inspire graduates to meet the musical needs of the LDS Church, community, and country, incorporating:
 - » The skills, knowledge, and dispositions to be effective musician-educators
 - > The musical, physical, spiritual, and artistic elements of the conductor's craft;
 - > Academic experiences in music theory and history based on richness and rigor in understanding musical languages, distinguishing the nuances of style, and grasping the ways in which styles intertwine with ideas;
 - > Performing skills in musical theatre;
 - > Vocal and instrumental performance, preparing students for careers as performers or artist-teachers by example, sound pedagogical principles, and practical application and feedback;
 - > The art of improvisation, including the various styles of jazz and commercial music;
 - > Rigorous musical and liberal arts training for media composers, songwriters, and arrangers, encouraging them to nurture the values reinforced by the BYU experience;
 - > The technical and musical skills for recording engineers;
 - > Modern, experimental, and historical music vocabularies in composition, while promoting the performance of new music.

Congratulations on your acceptance into the Brigham Young University School of Music! You probably have a lot of questions:

- » How do I schedule a practice room?
- » What classes are required for music majors?
- » How do juries work?
- » Who do I talk to about scheduling my recital?
- » How do I find information about financial aid?
- » Can I transfer credits?

Please look here first! Whatever your question, with this *Undergraduate Handbook* you have a ready reference to help you plan your career at the BYU SCHOOL OF MUSIC and to answer many of your questions as an undergraduate music major. In this handbook, you will find the guidelines and expectations for each of our academic programs, the details of our curricula and graduation requirements, and other official School of Music policies and procedures.

Read this handbook carefully! You will be held responsible for the directions and information found here. It is very important that you plan your education so that the proper sequence of courses, requirements, and exams unfold in their appropriate and logical order, as explained in this handbook. You must also consult and comply with the guidelines found in the university's online [Undergraduate Catalog](#), the [Major Academic Plans \(MAPs\)](#) supplied by the College Advisement Center, and other such documents published online and in hard copy by the university and college. Those documents are the official contracts of your education while you are a student at BYU; you should study and consult them often.

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Organization of the School of Music

Administrative Personnel

DIRECTOR

Kirt Saville

kirt_saville@byu.edu

C-550D HFAC / 801-422-6304

As Director, Dr. Saville oversees all academic programs, policies, and budgets of the school. He works with the faculty and administration in defining the mission and vision of the school and works to provide the resources this requires.

ASSOCIATE DIRECTOR: GRADUATE STUDIES

Claudine Bigelow

claudine_bigelow@byu.edu

E-545 HFAC / 801-422-1315

Dr. Bigelow chairs the Graduate Council and oversees graduate admissions, scholarships, curriculum, and policies. She is Professor of Viola and also teaches chamber music and string literature.

ASSOCIATE DIRECTOR: UNDERGRADUATE STUDIES

Neil Thornock

neilthornock@byu.edu

E-579A HFAC / 801-422-1482

Dr. Thornock chairs the School of Music Curriculum and Assessment Committee and serves on the College of Fine Arts and Communications Curriculum Council. He oversees undergraduate curriculum and associated policies.

ASSOCIATE DIRECTOR: PERFORMANCE

Don Peterson

donald_peterson@byu.edu

E-485A HFAC / 801-422-7275

Dr. Peterson supervises all performances in the School of Music and is Director of Bands. In addition to conducting the Wind Symphony, he serves as chair of the Performance Council. He teaches conducting and band literature courses as well as private instrumental conducting to both undergraduate and graduate students.

ASSISTANT DIRECTOR: ADMISSIONS, SCHOLARSHIPS, ADVANCEMENT AND FACILITIES

Mark Ammons

mark_ammons@byu.edu

C-550A HFAC / 801-422-4824

Dr. Ammons oversees all School of Music matters related to undergraduate admissions, as well as undergraduate and graduate scholarships, teaching assistantships, and other student aid. He also coordinates and plans development and fundraising activities and oversees all marketing and public affairs for the School. He manages the performance support area and is responsible for all physical facility issues related to office needs, renovation schedules, piano shop supervision, and faculty office requests. He teaches classes and directs the BYU Jazz Ensemble.

ASSISTANT DIRECTOR: CONTROLLER

Brett Thomas

brett_thomas@byu.edu

C-550B HFAC / 801-422-6343

Brett is responsible for the administration and management of all the School of Music accounts. This includes all budgets, endowments, employee contracts, guest artist payments, payroll, purchases, travel, and financial reporting.

ACADEMIC ADMINISTRATIVE ASSISTANT

Marilyn Parks

parks.sm@byu.edu

C-550C HFAC / 801-422-6304

Marilyn assists the Director with School of Music communication, scheduling, and faculty issues. She helps students with petitions, add/drop issues, grade changes, and unique registration needs. Marilyn works with the faculty, the Music Advisor, and various university offices to ensure students fulfill their program requirements.

OFFICE MANAGER

Laura Holt

laura_holt@byu.edu

C-550E HFAC / 801-422-4380

Laura supervises the student assistants and the day-to-day activities of the School of Music's main office. She is responsible for all office supplies, directories, and communications. She assists with physical facility projects, and hosting. She coordinates music for most major university events and manages purchasing and travel plans/expenses.

UNDERGRADUATE ADMISSIONS ASSISTANT

Kathy Colton

musicadmissions@byu.edu

E-579 HFAC / 801-422-2660

Kathy assists Assistant Director Mark Ammons with the undergraduate admissions process, and also organizes attendance at various recruiting conferences as well as BYU's regional auditions. She also teaches horn and other classes for the School of Music.

ADMINISTRATIVE ASSISTANT

Heidi Reed

h_reed@byu.edu

E-579 HFAC / 801-422-3149

Heidi assists the Associate Directors for Undergraduate Studies and Graduate Studies. She is also the graduate secretary.

Administrative Offices

BYU SCHOOL OF MUSIC MAIN OFFICE

music@byu.edu; musicemployment@byu.edu

C-550 HEAC / 801-422-8903; 801-422-4784

The students in the Music Office can answer many general questions about School of Music programs. They are also the employment, travel, and purchasing accountants.

UNDERGRADUATE ADMISSIONS AND SCHOLARSHIPS

musicadmissions@byu.edu

E-579 HEAC / 801-422-2660

Assistant Director Mark Ammons and his assistant, Kathy Colton, oversee all School of Music matters related to undergraduate admissions, scholarships, and other student aid. Your official School of Music file containing jury results and other documents is accessed through the undergraduate admissions assistant.

GENERAL MUSIC EDUCATION OFFICE

music.secretary@gmail.com

C-582 HEAC / 801-422-3200

This office supports the elementary music education program. Questions regarding curriculum issues and application to this program can be handled here.

BAND OFFICE

band-office@byu.edu

E-485 HEAC / 801-422-2510

This office supports the various band programs within the school. Don Peterson and Fred McInnis supervise the office staff.

RB MUSIC OFFICE

rbmusic@byu.edu

1128 RB / 801-422-2563

This office serves the music component of the multidisciplinary degree Music Dance Theatre (MDT) and the BYU Music Group.

COLLEGE ADVISEMENT CENTER

MUSIC ADVISOR

Megan Miller

megan_miller@byu.edu

D-444 HEAC / 801-422-3777

The College Advisement Center (CAC) is one of the most important connections you have to your academic career at BYU. The Music Advisor's duties include helping to plan your academic schedules; explaining degree requirements and prerequisites; assisting with graduation planning; updating academic majors and other records; flagging; processing substitutions and waiver forms; MAPs and progress reports; and auditing and submitting students for graduation.

OTHER OFFICES

Other offices and services available are described under the [“School of Music Facilities”](#) section in this handbook.

Faculty Divisions within the School of Music

Music History

Steven Johnson
steven_johnson@byu.edu
E-563 / 801-422-3217

Commercial Music

Ron Saltmarsh
ron_saltmarsh@byu.edu
C-480 HFAC / 801-422-5254

Composition and Theory

Steve Ricks
stevericksmusic@gmail.com
C-490 / 801-422-6115

Music Dance Theatre

Randall Boothe
randall_boothe@byu.edu
1134 RB / 801-422-2564

Music Education

Rob Dunn
robdunn@byu.edu
E-564 / 801-422-7490

Brass & Percussion Performance

David Brown
byutrumpets@byu.edu
E-465 / 801-422-2375

Keyboard Performance

Scott Holden

scott_holden@byu.edu

E-439 / 801-422-7713

String Performance

Monte Belknap

monte_belknap@byu.edu

E-378 / 801-422-4135

Vocal Performance

Diane Reich

diane_reich@byu.edu

E-455 / 801-422-8949

Woodwind Performance

Christian Smith

christian_smith@byu.edu

E-466 / 801-422-4918

Choral Conducting & Ensembles

Rosalind Hall

rosalind_hall@byu.edu

E-334 / 801-422-2272

Instrumental Conducting & Ensembles

Don Peterson

donald_peterson

E-485A / 801-422-7275

The complete faculty and staff directory may be found [online](#).

School of Music Organizational Charts

President

Kevin J Worthen

Academic Vice President

Brent W. Webb

Dean

*College of Fine Arts
& Communications*

Ed Adams

Director

School of Music
Kirt Saville

Executive Administrative Assistant

Marilyn Parks

Associate Directors

Graduate Studies

Claudine Bigelow

Graduate Council

Undergraduate Studies

Neil Thornock

**Curriculum & Assessment
Committee**

Performance

Don Peterson

Performance Council

Undergraduate and Graduate Secretary

Heidi Reed

Assistant Directors

*Admissions, Scholarships,
Student Support, Facilities*

Mark Ammons

Finances

Brett Thomas

Office Manager

Laura Holt

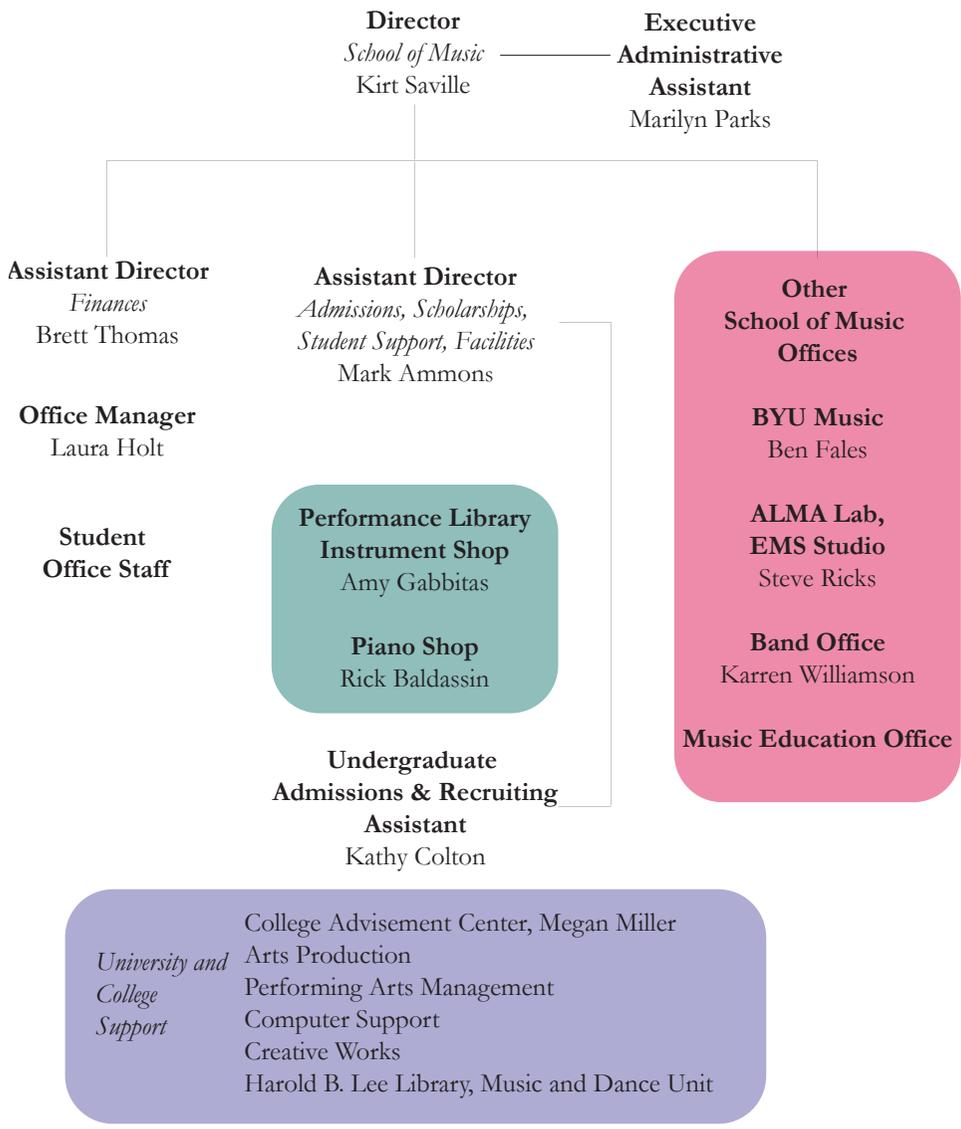
Committees

*Division
Coordinators
Council*

*Rank &
Status*

*Marketing
& Recruiting*

Development



Degree Programs

Music as an Academic Discipline

The School of Music celebrates musical artistry and understanding as core elements of the human experience, crucial components of a liberal education, and central aspects of a spiritual life.

In the School of Music, students learn self-expression and self-discipline through rigorous practice and passionate performance. They develop an acute sensitivity for collaboration and artistic cooperation through intensive ensemble work. In the study of music theory and history, students learn to hear and appreciate various musical languages, distinguish nuances of style, and discern the connections between musical developments and their cultural contexts.

Students learn in a variety of situations: private lessons, small seminars, multimedia labs, ensembles, recitals, and lectures. They are encouraged to participate actively in the vibrant musical environment of the School of Music by attending concerts, lectures, and workshops, and by contributing to a student culture of independently motivated artistic engagement. These experiences foster a holistic approach that embraces academic rigor, artistic intuition, creative ambition, physical grace, and expressive eloquence.

In pursuit of the University's spiritual aims, students learn the divinity inherent in creativity and the devotion expressed by the nurturing of one's craft.

The School of Music leads its students toward careers in performance, studio teaching, music education, creating and

managing music projects for the media, recording and sound technology, arts management, music journalism, composition, and other music-related professions. Because the music curriculum is rigorous, it is also an excellent pre-professional course of study for those interested in fields as diverse as law, business, library science, or medicine. Whatever degrees one obtains, however, an education in music pertains not only to earning a living through art but also using art to enhance one's satisfaction and joy in life.

Degrees, Majors, Emphases

The BYU School of Music awards three undergraduate degrees: Bachelor of Arts (B.A.), Bachelor of Fine Arts (B.F.A.), and the Bachelor of Music (B.M.). Within these three degrees are a variety of majors and emphases, each under the stewardship of one of the academic divisions within the School of Music.

All undergraduate degrees in the School of Music are intensive programs. Consequently students are not allowed to pursue two music degrees or degree emphases.

DEGREE **Major:** *Emphasis* (DIVISION)

B.A.	Music (Music History)
B.F.A.	Music Dance Theatre (Music Dance Theatre)
B.M.	Commercial Music (Commercial Music)
B.M.	Music Composition (Composition & Theory)
B.M.	Music Education: <i>K-12 Choral</i> (Music Education)
B.M.	Music Education: <i>K-12 Instrumental</i> (Music Education)
B.M.	Music Education: <i>K-12 General Music</i> (Music Education)
B.M.	Performance: <i>Brass</i> (Brass and Percussion)
B.M.	Performance: <i>Combined Piano & Organ</i> (Keyboard)
B.M.	Performance: <i>Organ</i> (Keyboard)
B.M.	Performance: <i>Percussion</i> (Brass and Percussion)
B.M.	Performance: <i>Piano</i> (Keyboard)
B.M.	Performance: <i>Strings</i> (String)
B.M.	Performance: <i>Vocal</i> (Vocal)
B.M.	Performance: <i>Woodwinds</i> (Woodwind)

Degree Descriptions

Following are brief descriptions of each of these degrees. Further information can be found on the *Major Academic Plans (MAPs)* available in the College Advisement Center, on the BYU website, and by contacting the Division Coordinator over your area of interest. The expected learning outcomes for each degree, or for specific emphases within each degree, can be found in the *Undergraduate Catalog* and at learningoutcomes.byu.edu.

BACHELOR OF ARTS IN MUSIC

The Bachelor of Arts in Music provides a broad liberal arts education with a focus on the basic skills of music (including the core curriculum and performance requirements) and a more extensive exposure to music scholarship. Students are not directly admitted into the BA degree, but must transfer into it after successful admission into another degree program within the school of music, and after meeting certain academic standards (outlined below under [“Changing Your Major within the School of Music”](#)). **Contact: Steven Johnson.**

BACHELOR OF FINE ARTS IN MUSIC DANCE THEATRE

This degree offers an innovative, interdisciplinary education in music, dance, and theatre. Courses stimulate the highest level of professional achievement in singing, dancing, and acting while providing an academic foundation in the history and theory of performing arts. The MDT program maintains a strong commitment to performance, with musical theatre stage productions, large-scale spectaculars, recordings, convention shows, and international touring companies. The MDT program is sponsored by the College of Fine Arts and

Communications and is taught by faculty from the School of Music, the Department of Theatre and Media Arts, and the Department of Dance. Music Dance Theatre majors must meet all music admission requirements, including a performance audition. **Contact: Randall Boothe.**

BACHELOR OF MUSIC IN COMMERCIAL MUSIC

The Commercial Music degree encompasses what were previously the separate media music, sound recording, and jazz studies tracks. The designated Commercial Music core provides the necessary foundation to understand today's commercial music environment and provides a basis upon which the student can build toward his or her own unique focus. The Commercial Music degree consists of the University Core requirements, the School of Music Core Requirements, and a set of elective that allows students to concentrate on selective studies relevant to their interests and career paths. **Contact: Ron Saltmarsh.**

BACHELOR OF MUSIC IN MUSIC COMPOSITION

This major is intended for the student who has considerable talent and interest in the composition of art music. The curriculum teaches young composers to write with modern and experimental music vocabularies as well as historic vocabularies, write for diverse color combinations (including orchestral and electroacoustic), and recruit and rehearse players to perform their music. This degree prepares the student for graduate study in composition and theory or may lead to a professional career as a composer or arranger. Composition majors must meet all music admission requirements, including a performance audition. **Contact: Steve Ricks.**

BACHELOR OF MUSIC IN MUSIC EDUCATION

This major is designed to prepare students to teach in public schools as a specialist in choral, instrumental, or general music education. Graduates in instrumental or choral music education may obtain a teaching position, pursue graduate work, or use the degree as professional preparation for other fields of endeavor.

In order to graduate as a music education major, students are required to complete Utah State Office of Education licensing requirements. To view these requirements go to this [website](#) or contact Education Student Services, 120 MCKB, (801) 422-3426.

Music education majors must meet all music admission requirements, including a performance audition. **Contact: Rob Dunn.**

BACHELOR OF MUSIC IN PERFORMANCE

The performance degree prepares students for professional work as performers and studio teachers. Many performance majors continue their studies on the graduate level to further prepare for a performance career or college teaching. The program is designed to help students develop their performance skills to a level expected of applicants for admission to a master's degree program in performance or pedagogy. The student also develops skills as a studio teacher through exposure to teaching skills, theories of learning, and pedagogical materials. Performance majors must meet all music admission requirements, including a performance audition. **Contact individual studio instructors.**

OTHER BRIGHAM YOUNG UNIVERSITY MAJORS

Only students admitted to the School of Music may enroll in the core curriculum classes in music. Pre-Music majors and other students can take those courses only after official acceptance into the School of Music.

Getting Started: Admission Procedures

Enrollment in the School of Music's degree programs is limited. Prospective majors must gain acceptance into the university, complete a School of Music application, pass an aural skills exam, and complete a selective audition.

Applications

All School of Music applicants—new freshmen, continuing BYU students, and those transferring from another school—must audition with a chosen instrument or voice. To audition, complete the Music Admission and Scholarship Application form online, including a letter of recommendation from a music teacher. Once this process is completed, you will be instructed on how to schedule an audition online.

The **GENERAL DEADLINE** for applications for entrance in the following spring or summer term or fall semester is **15 January**. Students applying to most programs in the School of Music must complete their applications prior to that deadline. However, please note the following programs with earlier pre-screening deadlines.

- » All Classical Vocal students auditioning for the BM in Vocal Performance and the BM in Composition degree programs must submit a pre-screening application and audition materials by 1 December. All pre-screening materials will be reviewed and Vocal Performance applicants notified of the results by the first week in January. The chosen finalists will be invited to register for an audition time on the live Audition Day to be held at the end of January. Composition applicants will receive notification from their program at a later date.

- » All Violin students auditioning for any music degree program must submit a pre-screening application and audition materials by 1 December. All pre-screening materials will be reviewed and all applicants notified of results by the first week in January. The chosen finalists will be invited to register for an audition time on the live Audition Day to be held at the end of January.
- » Students applying to the Music, Dance, Theatre program follow different application and audition procedures, outlined in detail [here](#). Initial applications to the MDT program, along with pre-screening DVDs, are due by 15 November.

Auditions

The live Audition Day is always held on the last Saturday in January.

Once the online application process is completed, you will be instructed on how to schedule a live audition online. Live audition requirements vary; most do not require piano accompaniment. It is usually not possible to hear all the music prepared for a live audition. Representative samples or sections of audition pieces will be heard. Descriptions of audition requirements for each studio area are available on our website, music.byu.edu, or from the School of Music Office, C-550 HFAC.

If you are unable to attend the live Audition Day at the end of January, you must get approval from the studio for which you are auditioning to submit an audition recording. Note that different instruments and voice have different recorded audition requirements and audition materials, and may only accept recorded auditions in certain media formats (CD, DVD, YouTube, etc.); check with your studio for details. The submission of an audio or video recording in lieu of a live

audition must be postmarked by **15 January** (except for the vocal and violin students mentioned above).

NOTE: as described above, students applying to the **Music, Dance, Theatre** program follow different application procedures and deadlines, and must meet different pre-screening audition DVD and live audition requirements, as outlined [here](#).

Aural Skills Diagnostic Exam

The Aural Skills Diagnostic Exam tests your skills in harmonic, melodic, and rhythmic dictation. Along with your audition results and past academic record, your score on this exam will be a factor in your admission into the School of Music. The average score of a student accepted into the School of Music is 35-40 (out of 64). The test may be retaken as often as desired to improve your score. This exam must be completed before you can be considered for admission to the School of Music—no exceptions. The deadline to complete the exam is the last day in January.

The exam may be taken (1) in a group on the day that live auditions are held on the BYU campus; it is given twice on that day, (2) individually at the BYU Testing Center (fee required, call 801-422-6147 to schedule a time), or (3) through a proctor from the area where you live (only if you are NOT coming to campus for a live audition; you live outside of Utah County; and you are unable to come to BYU campus and take the test in the Testing Center. Call the School of Music's Undergraduate Admissions office to arrange). All those auditioning live on the BYU campus must complete the Aural Skills Exam on or before the day of their audition and may not request a proctored exam. Those submitting a recording as

their audition should contact the Undergraduate Admissions Office (801-422-2660) for more information regarding the exam.

Some introduction to music theory can be obtained by enrolling in Music 190 at BYU or taking a similar course in music fundamentals elsewhere. We also recommend the book by Paul O. Harder and Greg A. Steinke, *Basic Materials in Music Theory: A Programmed Course* (current or past editions). Computer programs such as *MacGamut* and *Practica Musica* are recommended. There are also many free online ear-training sites.

ADVANCED PLACEMENT CREDIT

If you score a 4 or 5 on the aural portion of the AP Music Theory test, you will not be required to take the Aural Skills Exam (though it still may be useful for you to do this).

Notification

After applying, auditioning, and completing the aural skills exam, you will be notified by e-mail and online via your School of Music application page regarding acceptance into the School of Music, usually by the beginning of March. You will not receive a letter through traditional mail. If accepted, you will be asked to indicate as soon as possible your decision to accept or reject the offer. *Please note that acceptance to the School of Music is dependent on admission to Brigham Young University and that new freshmen and transfer students who are accepted to the School of Music are not guaranteed admission to the university.*

After You Are Accepted

New Student Orientation and Advisement

Prior to the start of the fall semester, a series of orientation meetings is offered for new BYU students. Descriptions of orientation events can be found at orientation.byu.edu. Included is an orientation to the School of Music. This orientation provides valuable information, and all students new to the School of Music—including transfer students—are asked to attend. Also, in the first year as a music major, *each student must meet with the academic advisor in the College Advisement Center.*

Advanced Placement Credit

Students who pass the aural part of the AP Music Test with a score of 4 or 5 will receive credit for MUS 193 and will also receive credit for Music 195 with a score of 4 or 5 on the written (theory) portion of the test. Those students will, however, be responsible for completing MUS 197 (first semester sight singing). Students seeking AP music credit must have their scores reported to BYU or bring a copy of their official AP Music Theory test scores to the School of Music Undergraduate Admissions office.

Transfer Students

Transfer students accepted into the School of Music should arrange to meet with the Music Advisor to begin the transfer evaluation process. For more information, see the [“Transfer Credit”](#) section of this handbook.

Piano Proficiency Requirement

All students whose instrument is not piano or organ must complete the Piano Proficiency requirement by the end of the sophomore year. The proficiency can be completed in one of two ways: 1) take Music 221 and Music 222 and receive a grade of C- or better; or 2) take the Piano Proficiency Exam in lieu of the classes. Students who opt for taking the exam in lieu of the classes should pick up a copy of the Piano Proficiency requirement from Dr. Jared Pierce, E-430 HFAC. When prepared, students can [contact](#) Dr. Pierce. See the [“Piano Proficiency Requirement for Non-Keyboard Music Majors”](#) section for further information.

Personal Contact Information

Always keep your personal contact information updated on myBYU. The School of Music uses email frequently to notify students of important information and announcements, and individual professors also frequently communicate with students via the email addresses on file with the university. At the start of each semester, the student email list is downloaded and used throughout the semester. If you change your email address after the semester begins, be sure to [notify](#) the School of Music Academic Administrative Assistant in C-550 of the change so that you miss no important messages.

Planning Your Course of Study at BYU

There are several important sources of information regarding your degree program and major at BYU: the online *Undergraduate Catalog*, the *MAPs* (*Major Academic Plans*, available [online](#) and in the College Advisement Center), this *Undergraduate Handbook*, the Learning Outcomes [website](#), your School of Music faculty advisor, and advisors in the College Advisement Center. The *Undergraduate Catalog* is the official document of the university describing your degree and major. Degree requirements change from time to time, but you will be held responsible for those in force at the time you enter a specific major in the School of Music. The *MAP* that applies to your major expands on the information in the Catalog and provides helpful plans for a semester-by-semester registration schedule. This *Undergraduate Handbook* explains particular policies regarding the requirements for your degree and the resources available to you. **Read all these documents carefully.**

A good strategy in beginning your career at BYU is to contact the College Advisement Center as soon as you are on campus to set up an appointment. Go over the [General Information](#) area in the *Undergraduate Catalog* and this Handbook before you arrive. In consultation with the advisor there, work out a schedule that will move you quickly and securely towards graduation. The degrees in music have a relatively high number of major credits and important course sequences; if you do not plan your time well, you will likely spend more time than necessary to complete your program.

College Advisement Center

To obtain advice and answers to your questions about your academic plans, visit the College Advisement Center, staffed by full-time advisors trained to help you in your academic plan at BYU. Although the Music Advisor, Megan Miller, is available for advice and consultation, *you, the student, are ultimately responsible for meeting your degree and major requirements.* The School of Music strongly recommends that you meet with the Music Advisor on a regular basis (at least once a year).

From the moment you enter BYU until the time you graduate, the College of Fine Arts and Communications Advisement Center (D-444 HFAC, 801-422-3777) is involved in your academic career. Phone or drop by to make an appointment. The Advisement Center offers the following information and services:

- » Appointments with a professional academic advisor;
- » Registration materials for each semester or term;
- » Major Academic Plans, or MAPs, outlining courses for specific programs in music;
- » Advice on changing your major or emphasis within the School of Music (this may require an audition, as for new incoming students);
- » Flagging your official university record to enable you to register for majors-only classes;
- » Current and past Undergraduate Handbooks;
- » Help with transferring classes from another university;
- » Various academic forms: transfer equivalency, major substitution/waiver forms, and academic warning/probation packets;
- » Declaring a minor.

Your advisor is knowledgeable, interested, and wants to help you graduate. In an appointment, the advisor will verify your general education, university, and major requirements and help you set up a plan for graduation. Your academic advisor also assists you in completing your graduation application and submits your name for graduation. For career questions, you will want to visit with members of the School of Music faculty.

Learning Outcomes

Expected Learning Outcomes (LOs) are statements describing what instructors expect students to understand and be able to do upon successful completion of a program or course. These outcomes assist you in understanding what you will be learning during your time in the program or course and more readily see how various classes or assignments fit into the greater picture of your education. See the main page of learningoutcomes.byu.edu for more information on the purpose of LOs.

Note that there are several levels of LOs, each informing the other: course, program, college, and university (or [BYU's AIMS](#)). Each year, these outcomes are assessed at the various levels providing instructors a means of adjusting their curricula for the coming year based on the current year's assessment of outcomes.

LOs for each degree program or course can be found by visiting learningoutcomes.byu.edu. You will then choose “Fine Arts and Communications” from the college menu, “Music” from the department menu, and your degree program from

the program menu. Individual course LOs can be viewed either in your chosen program or by selecting “All Music Courses” in the program menu.

Changing Your Major within the School of Music

To change your degree program, major, or emphasis within the School of Music, obtain a “Change of Major Application” in the Music Office at C-550 HFAC or the Advisement Center at D-444 HFAC, fill it out, and submit it at your next performance jury (unless otherwise indicated below).

Additional application requirements for some majors include:

- » Students wishing to transfer to the Bachelor of Arts in Music may do so at any time if they have completed and attained a GPA of 3.5 or higher in the following courses: MUS 195, 196, 295, 296, 201, and 202.
- » Bachelor of Music in Commercial Music students must pass a portfolio review.
- » Bachelor of Music in Music Composition students must pass a portfolio review.
- » Bachelor of Music in Music Education students must complete Music 176 and receive faculty approval.
- » Bachelor of Music in Performance students must complete a jury at an advanced level and be recommended by the faculty.
- » Most students are admitted to majors in the fall semester, and students who successfully apply to a major during any given calendar year are expected to meet the program requirements in effect during the fall semester of that year. Transfer students are considered on a case-by-case basis. Students may not “grandfather” into an older program.

Applying to Music Education Programs

Most students who apply to the School of Music are accepted directly into their chosen major. However, that is not the case for those who wish to study music education. Students desiring to major in music education must pursue the following procedures for admission:

- » Bachelor of Music in Music Education: K-12 Choral
Emphasis: Students seeking admission to the K-12 Choral Music Education major must first enroll in and complete Music 176 (Careers in Music Education) which is offered in the winter semester and summer term. This course leads students through the entire application process including gathering recommendations, compiling application materials, participating in a live vocal audition, and completing an interview with Dr. Broomhead. No other vocal audition is necessary to be considered for this major.
- » Bachelor of Music in Music Education: K-12 Instrumental
Emphasis: Students seeking admission to the K-12 Instrumental Music Education major must complete the standard School of Music audition procedure on their major instrument and be accepted into a studio within the school of music. Students will not be considered for acceptance into the Music Education major until they have completed Music 176 (Careers in Music Education) which leads students through the entire application process including gathering recommendations, compiling application materials, and completing an interview with either Dr. Tsugawa or Dr. Saville.”
 - > Acceptance into music education is predicated upon: 1) Acceptance into an instrumental studio in the SoM, 2) Completion of Music 176, and 3) Notification of acceptance in the music ed major once the faculty have considered all of the music education applications.

» Bachelor of Music in Music Education: K-12 General Music Emphasis: Students seeking admission to the K-12 General Music Education major must first enroll in and complete Music 176 (Careers in Music Education) which is offered in the winter semester and summer term. This course leads students through the entire application process including gathering recommendations, compiling application materials, and completing an interview with Dr. May. Those students who are instrumental majors must complete the standard School of Music audition procedure on their major instrument. Those who are vocal majors (only) will take a special live audition held at the conclusion of Music 176.

[Contact](#) the Division Coordinator of Music Education, Dr. Rob Dunn, for further information.

Deferment / Leave of Absence

Students temporarily leaving the School of Music or private studio instruction (for a mission, Study Abroad, etc.) for one or more semesters before their major requirement is completed are required to file a deferment form with the School of Music office (C-550 HFAC). Students intending to enter the School of Music during the school year immediately following mission service are highly encouraged to apply and audition for admission prior to departure. Students are encouraged to keep in contact with their studio teacher with information about the semester they will return to the studio.

Changing Your Major / Leaving the School of Music

Students leaving the School of Music to pursue study in a different department should be aware of the following university policy:

Students must select and declare a major by the time they have 60 earned BYU credit hours (excluding language exam credits). Once a student has 75 earned BYU credit hours (excluding language exam credits), they will not be allowed to change their major, unless special permission is granted.

Changing majors within the School of Music is permissible and represents an exception to the university policy.

Record Keeping

STUDENT FILES

Each music major has an academic file that is created upon entrance to the School of Music and which is kept throughout your enrollment. These files are accessed through the Undergraduate Admissions Assistant.

Student files are kept locked. Faculty may check out these files for 24 hours to review. Students may look at their own files under the supervision of faculty or staff personnel, but under no circumstances may a student take a file out of the room or alter or remove any information in the file. No student may examine any other student's file.

At the end of your time as a music major at BYU, your file will be taken from the HFAC and archived with BYU's Records

Management Division. A list of all files in the school archives is kept in C-550. If for some reason you need to look at your file after that time, the Undergraduate Admissions Assistant is able to retrieve the file, a process that takes a few days.

OFFICIAL ACADEMIC RECORD

An official academic record of your progress at BYU is kept as an electronic file on the university's computer system. This information can only be altered by an official of the university (such as the graduate secretary). A printout of this record can be obtained online through myBYU. Your official academic record is used to determine your qualification for graduation.

OTHER RECORDS

There are many important documents that are passed to you at Brigham Young University. You will find that many of these will be useful to you in your professional career or personal life. Retain copies of concert and recital programs in which you participate, papers and exams that you write (which may be used to correct grading errors or submitted as writing samples for graduate school applications), and copies of all official correspondence and forms.

There are a number of official records for which you are responsible. Be sure you are aware of these and that you are conscientious in following through. Such things include records of student teaching and scholarship applications.

FERPA ([FAMILY EDUCATION RIGHTS AND PRIVACY ACT](#))

Any record related to a student's academic career in the School of Music that is (a) placed in the student's file in the School of Music, (b) seen or created by more than a single person, or (c) available on a public database, is covered by FERPA. All student records kept in the School of Music are regarded as "confidential" records and are unavailable to anyone except the student, faculty members, and staff.

Transfer Credit

GENERAL POLICIES

If you are a transfer student, you may have taken classes at another institution that you wish to count towards your music degree at BYU. Or, after being admitted to the BYU School of Music you may wish to take one or more courses at another university at some point (such as over a summer) and apply those credits towards your BYU degree. General education classes (i.e., non-music courses) are evaluated at the time of your admission to the university; the BYU Admissions Office can answer questions about their procedures.

All transfer students must have their previous university work in music evaluated by the appropriate BYU School of Music faculty members to determine what credits will be accepted in the transfer (see the College Advisement Center [CAC] for referrals). We subscribe to the policy of the National Association of Schools of Music and carry no obligation to accept upper-division music credits from other member schools.

In general, the following rules apply:

- » Music courses taken at institutions accredited by the National Association of Schools of Music (NASM) are generally accepted for majors in BYU's School of Music as long as there are equivalent courses here. To learn if a college or university is accredited by NASM, consult their [website](#).
- » Music courses taken at institutions not accredited by NASM may be accepted, but only after you pass a [challenge exam](#) administered at BYU.
- » At least 1/3 of the total credit hours earned toward any undergraduate music degree must be earned in residence at

BYU. This requirement is in addition to the 30-hour residency minimum required by general BYU policy.

- » All upper-level performance instruction (360R and 460R) must be completed in residence at BYU, as well as senior recitals for performance majors. Exceptions are granted only by petition to the Associate Director for Undergraduate Studies (Neil Thornock).
- » All transfer students must have their previous university work in music evaluated by the appropriate BYU School of Music faculty members to determine what credits will be accepted in the transfer (see the CAC for referrals). We subscribe to the policy of the National Association of Schools of Music and carry no obligation to accept upper-division music credits from other member schools.

TRANSFER CREDIT PROCEDURES

If you have taken or plan to take a transfer course that fits the above guidelines, you should initiate the following procedure to have the credit count towards your academic music major at BYU:

1. Gather any documents you can about the transfer course, such as a course description, syllabi, exams, etc. The minimum required for each transfer course is a photocopy of the description printed in the other university's catalog of courses (including the title page from the catalog, listing the academic year) or a printout of that information from the university's current website (with the url listed).
2. If you have not yet been officially accepted as a student at Brigham Young University, secure a copy of your official transcript from the transferring institution.

3. Visit or contact the College Advisement Center (CAC). The Music Advisor will help you fill out a “Transfer Equivalency” form.
4. If the CAC informs you that the transfer credit is not from a NASM-approved school, arrange to take an appropriate equivalency exam, as directed, by contacting the BYU professor in charge of that academic or performance area.
5. Submit the Transfer Equivalency form, along with the other materials you supply, to the Music Advisor in the CAC. It will be forwarded to the appropriate faculty for evaluation. If approved, the transfer equivalency will then be entered on your official university record.
6. Check back with the CAC to learn the results of your request.

Transfer credit for private lessons is evaluated at the time of your audition. As part of this process, you are assigned an initial level of private instruction (a course number). See the CAC if you have questions.

Course Policies

GRADES

See [“Grading and Records”](#) in the *Undergraduate Catalog* for a discussion of of BYU. Note that grades are defined as:

A	Excellent
B	Good
C	Satisfactory
D	Minimum passing
E	Failure

University policy states that any course grade meeting the “minimum passing” standard will fulfill that graduation requirement. However, you should note carefully that some course prerequisites in music require the student to pass a preparatory course with a minimum grade of C-. For example, before you are permitted to enroll in second-semester theory (MUS 196), you must first pass all first-semester aural skills/theory/sight-singing classes (MUS 193, 195, 197) with a minimum grade of C-. Check the *Undergraduate Catalog* for details.

You must complete a course successfully before you can continue with other courses in that sequence. Also, please take special note of the following policy, as stated in the *Undergraduate Catalog*:

If a School of Music student receives an E grade twice in any one course within his or her major, s/he will not be allowed to proceed in the major. Also, a registration hold will be placed on the student’s records pending a meeting with an academic advisor to determine an

alternative plan of study. Only in rare and extreme cases will the School of Music consider petitions to take a course a third time and have major status reinstated.

You should also read carefully the section on [incomplete grades](#) in the Undergraduate Catalog. According to university policy, incomplete grades can only be granted under specific circumstances. Also, if certain criteria are not met in a timely manner, incomplete grades can revert to E grades.

COURSE PREREQUISITES AND FLAGS

Many courses in the School of Music are restricted, due to a “majors only” designation or to prerequisites. Before the online registration system will allow you to register for those courses, you must have your record flagged by the College Advisement Center. All incoming students are automatically flagged for beginning music theory core courses and private lessons.

A flag is a code placed on your myBYU account which allows you to register for a majors-only course. The School of Music uses flags to make sure only admitted music students are registered in its high demand courses.

The School of Music also uses flags to make sure that accepted music majors have met certain prerequisites. For example, if you want to take Music 395 Form & Analysis, you must first complete Music 193, 194, 195, 196, 197, 198, 293, 295, and 297. You will need a flag on your myBYU account to register. If at any point in the registration process you get a message stating “departmental approval is required to take this course,” it usually means you need a flag.

The music courses that require flags for registration are 161, 193-198, 221, 222, 249, 250R, 260R, 271, 272, 276, 293-298, 301-303, 307, 308, 349, 360R, 364, 371A&B, 395, 449, 460R, and 476. Prerequisites for these courses can be found in the [Undergraduate Catalog](#).

To obtain a flag, visit the Advisement Center in D-444 HFAC and ask the front desk personnel to check your prerequisites. If you have met the requirements, they will flag you. If you have any deficiencies, they will let you know. Flags are normally placed on your account within just a few hours so you can register shortly after requesting the flag.

Not all music courses have flags, but they may still have prerequisites. The School of Music does not prevent you from registering for every class in the program—even if you have not met prerequisites—so it is important for you to know the prerequisites. For example, Music 481 Orchestration has a prerequisite of “C- or higher in Music 293, 295.” This class does not have a flag, but you should not take it if you have not met the prerequisites. It is appropriate to work with professors to make sure you have met prerequisites, even if you are allowed to register online without requesting a flag. You should also consult the course listings in the Undergraduate Handbook for a full list of prerequisites before you register.

CREDIT BY EXAMINATION (CHALLENGE EXAMS)

For a few academic courses within the School of Music (primarily the theory and history core courses), students may receive credit by examination. Challenge Examinations are available to all students. Consult specific [division coordinators](#) for further information about courses you wish to challenge.

APPLYING FOR GRADUATION

As you approach the end of your degree requirements in the School of Music, you should apply for graduation. For April graduation, the application deadline is November 15; for June graduation, February 15; for August graduation, April 15; and for December graduation, September 15. Keep the following in mind:

- » Apply online for graduation one semester in advance by going to graduation.byu.edu. Then schedule an appointment with the Music Advisor in the College Advisement Center.
- » The Music Advisor will review your Progress Report with you and finalize the application.
- » The biggest areas of concern for graduating seniors are transfer credits, challenged classes, waivers, and grade changes, including T grades. Be certain that any necessary grade changes have been processed.

UNIVERSITY GRADUATION REQUIREMENTS

To receive a BYU bachelor's degree, a music student must complete, in addition to all requirements for a specific major, the following university requirements:

- » the university core consists of requirements in general and religious education. See the [University Core](#) for details, which includes a complete listing of courses that meet University Core requirements.
- » at least 30 credit hours must be earned in residence on the BYU campus in Provo as an admitted day student
- » a minimum of 120 credit hours
- » a cumulative GPA of at least 2.0
- » be in good standing with the Honor Code Office

Music Curriculum Requirements

The Core Curriculum

The core curriculum in the School of Music refers to those courses that are required by all academic majors in music. It consists of:

LOWER DIVISION

- » Music Theory: MUS 193, 194, 195, 196, 197, 198, 293, 294, 295, 296, 297, 298 to be completed in the first four semesters in the program beginning in either fall semester or spring term
- » Performance: 4 semesters of private instruction (as described for each major)*; a major ensemble for the first four consecutive semesters
- » Other Skills: MUS 235 (conducting); MUS 221-222 (piano), or pass the Piano Proficiency Exam**

*All major performance instruction must be in the same instrument (or voice)

**B.M. majors in organ and piano performance fill the piano proficiency requirement by taking MUS 264 & 265

UPPER DIVISION

- » Music Theory: MUS 395
- » Music History: MUS 305, 306, and 307 or 308
- » Performance: Additional performance is required for most majors.

Do not procrastinate any part of this coursework. In your first semester as a music major, you should be enrolled in music theory, aural skills, sight singing, private instruction, and a major ensemble—no exceptions.

Waivers for any part of the core curriculum are rarely given and require approval both through the division coordinator and the Associate Director for Undergraduate Studies. Visit with the Music Advisor to obtain appropriate paperwork and deliver it to your teacher, who will then take it to the division coordinator and on to the Associate Director for Undergraduate Studies. You will be notified of the decision by email from the Music Advisor.

Each major requires other specific courses beyond the core. Details can be found in the *Undergraduate Catalog* and in the *MAP* for each major. Note as you plan your course of study that spring and (especially) summer terms have reduced offerings in music; private lessons, for example, are rarely offered during summer term except in a few studios.

Private Studio Instruction, Master Class, and Juries

PRIVATE LESSONS AND MASTER CLASS

MUS 161, 260R, 360R, and 460R consist of studio instruction on your instrument or voice and a master class (studio class) in which students perform for one another and study performance issues as a group. The hour and place for the weekly master class are published in the online class schedule and listed under each instrument or under voice. Attendance is required both at lessons and at master class. No other School of Music course, performance, or activity can take precedence over master class attendance unless specifically approved by your studio teacher.

All students registered in Music 161, 250R, 260R, 360R, or 460R must complete an examination before a faculty jury on

their major instrument or voice near the end of each semester of performance study. (With the approval of the faculty, students may elect to substitute a juried public recital for a jury examination.) Students wanting to enter Music 360R or 460R (normally after the sophomore year) must first be granted approval to do so by a faculty jury.

As stated in the *Undergraduate Catalog*, under [“General Information”](#) all major performance instruction must be in the same instrument or voice.

To sign up for lessons and your master class, first consult with your private instructor to determine the appropriate course number, then register for the class. Complete your class schedule and arrange a lesson time with your teacher within the first three days of the semester. The requirements for practice time vary from division to division within the School of Music; see your private instructor for more information.

Lessons cancelled by faculty will be rescheduled during the semester, before the performance jury occurs. In most cases, if you are ill and unable to attend a lesson and notify your teacher prior to the lesson time, every attempt will be made to make up the lesson. Some studios require students themselves to arrange to swap lesson times with another student if lessons are missed; see your own studio instructor for more information. If you miss a lesson and do not notify the teacher in advance, the lesson will not be made up. Unexcused absences will affect the final grade. Students and teachers are expected to be on time for lessons.

JURIES

At the end of each semester, those enrolled in a private instruction class will perform before a group of BYU School of Music faculty members within your area of instrumental or vocal emphasis. The jury score awarded will be a major factor in determining your final grade in the course. It is also at these juries that you can apply for the next level of private instruction. If you pass the jury and have fulfilled the proper requirements for your current course (hours practiced, listening logs, etc.), the jurors will approve your advancement.

APPLIED MUSIC REQUIREMENTS

Instrumentalists and classical vocalists who enter as a new music student register for MUS 260R. Contemporary vocalists register for MUS 161 their first fall semester and MUS 260R thereafter. Transfer students with prior music instruction credits are evaluated and assigned an appropriate performance level.

Each performing area within the School of Music maintains specific written requirements for private instruction and performance juries. These are minimum proficiency levels that must be reached in order to advance from one level of instruction to another. These written requirements can be obtained from your studio teacher and should be in your possession from the beginning. Be sure to ask for them if you don't have a copy!

A note on student ratings for private lessons: All students enrolled in private lessons (Music 160R, 250R, 260R, 359R, 360R, 460R) are listed as being enrolled in Music 060 for the

purpose of the end-of-semester Student Ratings. Students are highly encouraged to complete the Student Ratings so that anonymous feedback may be given to instructors.

Recitals

The Madsen Recital Hall is the principal venue for student recitals. Performing times in this hall are very limited. A strict procedure must be followed to book required student recitals in this space.

1. Students must complete a Recital Approval Form (available in the School of Music main office or at music.byu.edu) with appropriate signatures to be flagged for MUS 249, 349, or 449. After being flagged, they should register for the MUS 249, 349, or 449 recital course prior to scheduling a recital date.
2. The sign-up dates for undergraduate and graduate students in the School of Music are listed on the Required Student Recital Checklist and Guidelines available in the Music Office or online.
3. After registering for the appropriate recital course number and within the designated sign-up dates, a student may obtain a Recital Packet at the HFAC Scheduling in C-306 HFAC (inside the north lobby of the de Jong Concert Hall). Recitals will be scheduled on a first-come, first-served basis beginning at 8:00 a.m. on the first sign-up day.
4. The recital packet must be completed and turned in to HFAC Scheduling and program information uploaded to this [online form](#) *no later than three weeks before* the scheduled recital. Students who fail to submit the packet or upload the program information on time may have their date cancelled

or may not be guaranteed services (recording, printed program, etc.).

5. Students performing the senior recital are required to have the recital recorded by Arts Production and pay the recording fee.
6. Students must submit a cancellation form to cancel the recital. Only one cancellation/reschedule or date change is permitted per semester. If a second change or reschedule is necessary, the student will have to wait until the next semester to have the recital. To cancel or to change a date, time, or venue for a performance, pick up a Cancellation/Change-of-Date form from HFAC Scheduling and have it signed by the instructor.

Required recitals may also be performed in the UPC (University Parkway Center). Recitals begin at 5:30 p.m., 7:30 p.m., and occasionally at 9:30 p.m. Students may also schedule E-400 for recitals on Friday and Saturday afternoons and evenings. We also encourage the use of F-201 HFAC, Maeser Building, and Tanner Building for sophomore and junior recitals so that the Madsen can be used more frequently for guest artists, faculty, graduate, and senior recitals.

Non-required recitals by music majors may not be scheduled in the Madsen Recital Hall or the Museum of Art. During fall and winter semesters, they may be scheduled in other locations throughout the HFAC (E-250, E-251, E-335, E-353, E-371, E-379, E-400, E-432). The student must cover all expenses associated with a non-required recital (room scheduling fee, programs, recording, piano tuning, etc.).

With the approval of the Associate Director for Performance (Don Peterson), non-required recitals by music majors may

be presented in the Madsen Recital Hall during spring and summer terms for a fee, which does not include any rehearsal time. The School of Music will not provide programs or recordings. Consult HFAC Scheduling for available dates and fee schedule.

Piano Proficiency Requirement for Non-Keyboard Music Majors

Non-keyboard majors must complete the piano requirement by the end of their fourth semester of course work in the School of Music. This is done by taking Music 221 and 222 or by taking the Piano Proficiency Exam. If taking the course work, Music 221 must be passed or waived by examination before enrolling in Music 222.

Students wishing to have Music 221 and 222 waived can take a piano proficiency exam with Dr. Jared Pierce. Contact him by [email](#) to schedule an exam time and/or have questions answered.

For those students wishing to waive Music 221 and 222 by taking the proficiency, only the Music 222 portion of the exam needs to be prepared. Those students who need only Music 221 waived will pass off the items under that course number. All items under the course number must be passed off. Students can opt to pass off portions of the exam until the entire exam is completed, but no less than four items may be presented when doing so.

All proficiency items should be played as indicated at appropriate tempos without hesitations and mistakes. Fingerings for repertoire pieces, scales and arpeggios should be perfect. Repertoire and accompaniments that are not played

musically with appropriate tempos, articulation and dynamics will not pass. Repertoire and accompaniment selections can be substituted with examples of your own choosing with approval from Dr. Pierce. Progressions are to be played in all keys or as directed in the textbook.

All proficiency items are found in the text *Ensemble*. A copy of the text can be checked out from Dr. Pierce. When checking out a copy of the text, photocopy the pages you need and have the text returned within two days of having checked it out. Be sure to follow the instructions in the textbook regarding each item.

MUSIC 221 PROFICIENCY REQUIREMENTS

1. Play major and minor cadences in all keys as directed on p. 71 of the text. Tempo: 80 per quarter note. These cannot be written out and played from notation.
2. Harmonize two melodies from pages 72-73. Play the melody with the right hand and a chordal accompaniment with the left hand using the given chords, inversions, and indicated accompaniment patterns. Accompaniments must be played from the chord symbols and cannot be written in.
3. Play a common melody supplied by the examiner by ear with the right hand. With the left hand, play a chordal accompaniment similar to the examples on page 72 of the text.
4. Improvise a melody from a melodic motive provided by the examiner with the right hand similar to those found on page 75.

5. Play major and harmonic minor scales that begin on the white keys for one octave up and down the keyboard. Tempo: 100 – two notes per beat (pp. 76-77).
6. Perform two pieces of repertoire from pages 82- 87 in the text.
7. Perform the accompaniment found on pages 88-89 of the text.

MUSIC 222 PROFICIENCY REQUIREMENTS (SATISFIES THE MUSIC 221 REQUIREMENT ALSO)

1. Play the progression found on page 218 (No. 12.2) in all keys with up to four sharps and four flats. Tempo: 88 per half note. The chords cannot be written out and played from notation.
2. Harmonize two melodies from pages 219-21. Play the accompaniment with both hands. If you wish, the examiner can play the melody. The accompaniment should be in the style indicated in the first two measures and use the given chords. Accompaniments must be played from the chord symbols and cannot be written in.
3. By ear, play a common melody (supplied by the examiner) with the right hand. With the left hand, play a chordal accompaniment using one of the accompaniment patterns found on page 250.
4. From pages 222-224 of the text, improvise a melody with the right hand while playing the given accompaniment with the left hand. Examples are found on pages 222-24 of the text.
5. Play major and harmonic minor scales that begin on the white keys for two octaves up and down the keyboard. The

fingering must be perfect. Tempo: 120 – two notes per beat. See pages 102-4, 144-45.

6. Play major and minor arpeggios that begin on the white keys for two octaves up and down the keyboard. Tempo: 120 – two notes per beat. See pages 198 and 225.
7. Sight read examples similar in difficulty to the pieces found on pages 60-61 of the text.
8. Perform four pieces of repertoire. Choose one from pages 150-59 (excluding page 157), one from pages 180-86 (excluding page 182), one from pages 204-11, and one from pages 232-40 in the text.
9. Perform a hymn of your choice from the LDS hymnbook or from a standard hymnbook of another denomination. Page 157 or 182 of the text can be used for the hymn.
10. Perform the two accompaniments found on pages 188 and 243 of the text.
11. Prepare a score reading example that relates to your major instrument as indicated below:
 - » E flat instruments: Play one of the alto sax lines and one other line of a different key signature on pages 176-77.
 - » B flat instruments: Play the instrumental line that corresponds to your B flat instrument and one other line of a different key signature on page 127.
 - » F instruments: Play one of the Horn in F lines and one other line of a different key signature on pages 147-48.
 - » String Instruments: Play the alto clef line and one line of another key signature on page 105-6.
 - » C instruments: Play the line of your instrument and one line of a different key signature on pages 176-77.
 - » Vocalists: Play the tenor line in the appropriate register of the keyboard and one other line from the SATB score on pages 228-29.

Attendance at Oscarson Lectures

The Oscarson Lecture Series features presentations by preeminent guest scholars, artists, and other influential musical figures. These take place once each month (Sep, Oct, Nov, Jan, Feb, Mar), usually on the second Thursday at 11:00 a.m. in the Madsen Recital Hall. Students and faculty will be informed of Oscarson lectures via print and electronic media.

School of Music students are expected to attend at least two Oscarson Lectures each semester.

Attendance at Concerts

It is expected that School of Music students attend at least eight concerts each semester, in the process seeking greater exposure to a more diverse variety of music literature and thought.

Appropriate concerts include recitals and ensemble performances by groups at least at the university level (BYU students, ensembles, professional groups, off-campus presentations, etc.). You may count two concerts in which you participate toward the eight required each semester.

MUSIC MAJOR CARD

To enrich your musical experience at BYU and to help you fulfill the concert attendance requirement, you will be provided with a Music Major Card. At the beginning of fall and winter semesters, students who have been officially accepted into the School of Music may obtain their Music Major Card from the student employees in the Music Office, C-550 HFAC. This card will enable you to receive one free pass to ten ticketed

events sponsored by the School of Music. After you have used your ten complimentary tickets, you may purchase one ticket for \$2 to any remaining performances sponsored by the School of Music, except for events for which you have already received a complimentary ticket. Events in the Bravo Series and some performances sponsored by the School of Music (such as Celebration of Christmas and non-dress rehearsal performances of the opera) are not eligible for Music Major Card benefits (see Ticket Office for details). Music Major Cards are not transferable. To obtain the complimentary tickets, take your card and picture ID to the Ticket Office (C-358 HFAC). You are expected to adhere to the Honor Code when using the Music Major Card. Music Major Cards are not available during spring and summer terms.

Additional complimentary tickets are given to faculty, staff, and student performers for events sponsored by the School of Music. These tickets are to express appreciation and for informing faculty and staff about what others in the school are doing. Tickets should be used by the individuals who receive them; any tickets beyond what you can personally use may be given away. The director of the event will determine the number of tickets given to performers. All complimentary tickets are pulled on a “best seat available basis” at the time of the request.

CONCERT ETIQUETTE

- » Arrive on time. If you are late, wait until a break in the music to enter and find a seat.
- » In the Madsen Recital Hall, if you need to exit at any time, use the exits at the back of the hall. In emergencies, exit only between pieces in the program.
- » Do not make distracting noise during a concert: switch off any electronic sounds on pagers, cell phones, watches, and laptop computers.
- » Do not talk while the music is being performed; encourage others to be quiet.
- » Only children age six and over are allowed in the hall, and all children should be well-behaved and remain in their seats throughout the program.
- » Hold your applause until the last movement of each work or song set has ended.
- » Audio and video recording as well as flash photography are not permitted during the performance.
- » While it is not necessary to wear Sunday dress to concerts, show respect to the performers by avoiding particularly informal attire.
- » Do not put your feet on the seats.
- » Do not eat in the hall.

Ensemble Participation

ENSEMBLE REQUIREMENT

All students must fulfill the ensemble requirements of their individual majors. Ensemble requirements are filled through a mixture of assigned “Category 1: Approved Large Ensembles” and “Category 2: Other Ensembles Approved for the Major” as allowed in each degree program. Only one approved Category 1 (large) ensemble per semester may count toward this requirement, and this ensemble assignment is determined by the student’s major instrumental teacher or by choral audition, not by the student.

The total ensemble requirement should be completed in consecutive semesters of enrollment beginning the freshman year. Students may not enroll in more than two conducted or directed ensembles per semester. *Please refer to the Undergraduate Catalog for your specific music degree and/or consult with your division coordinator to determine approved Category 1 and Category 2 ensembles for your program.*

VOCAL ORGANIZATIONS

The vocal organizations at BYU give interested students a challenging and rewarding opportunity to participate in an ensemble that exposes them to all facets of today’s choral spectrum. In addition to concert appearances, the ensembles perform for university devotional assemblies and other large university functions.

Auditions for the choirs are held just before each school year begins. Audition announcements (time and location) along with appointment sign-up sheets are posted on the third-floor bulletin board in the E-wing of the HFAC. Although

not required, it is suggested that a solo (even a hymn) be prepared for the audition. You will also be tested on melodic memory (singing back intervals that are played for you on the piano), rhythmic sense (counting or clapping various rhythmic patterns), and sight-reading skills (singing your part in a piece that is new to you while the remaining parts are played on the piano).

The Choirs

Brigham Young University Singers (40 members). BYU Singers is a highly select group of singer-musicians. Its repertoire is chosen from the finest literature from virtually every stylistic period and genre. The choir tours two out of every three years. Previous tours have taken the BYU Singers to most of the United States and abroad most recently to England, Wales, Ireland, Africa, and the countries of Eastern and Western Europe. Audition required. Note: To tour with Singers, BYU policy requires that you be registered as a full-time student.

Concert Choir (90 members). An ensemble of advanced singers, the Concert Choir is dedicated to the performance of the great choral literature. Its repertoire encompasses a wide range of styles, from works of the Renaissance to contemporary periods. Audition required.

Men's Chorus (200 members). This powerful ensemble of male voices performs a variety of styles and repertoire, ranging from the established literature to popular idioms of the 20th century. Audition required.

Women's Chorus (175 members). This ensemble of female voices draws on works from the vast repertoire for treble voices. The chorus has gained a well-deserved reputation in recent years for stunning musical performances. Audition required.

University Chorale. Multiple sections of this non-auditioned choral group ensure opportunities for many BYU students to participate in high quality performances each semester.

Other Choral Organizations

BYU Jazz Voices. This vocal jazz ensemble is comprised of outstanding singers chosen through a rigorous audition process that occurs at the beginning of each semester. This is the premiere vocal jazz ensemble at BYU and performs regularly on and off campus.

Opera. Once each year the School of Music produces a fully-staged opera. Roles are cast in open audition. University credit is available for students performing in scenes of major productions.

Music Dance Theatre. Each year the School of Music, the Department of Theatre and Media Arts, and the Department of Dance cooperate in the production of a fully-staged Broadway-style musical. Opportunities also include small-scale musicals and musical revues as well as student-directed Mask Club productions. Music theatre performance classes are offered to qualified students by the School of Music (opera) and the Department of Theatre and Media Arts (musicals and Mask Club). University credit is available for students performing in scenes of major productions. Audition required.

Young Ambassadors. Young Ambassadors is a singing, dancing, musical theatre company that tours nationally and internationally. The 20 singer-dancers (10 women and 10 men), 10 musicians, and 10 technical personnel are involved both fall and winter semesters. A four-week tour follows winter semester. Audition required. Note: To tour with Young Ambassadors, BYU policy requires that you be registered as a full-time student.

INSTRUMENTAL ORGANIZATIONS

The instrumental organizations at BYU give interested students a challenging and rewarding opportunity to participate in a wide array of band, orchestra, and chamber ensembles. In addition to concert appearances, the ensembles perform for university devotional assemblies and other large university functions. Auditions for instrumental ensembles are held at the beginning of fall semester. Audition sign-up sheets are posted on the office doors of the individual studio professors. Instrumentalists should bring prepared solo literature to perform, and sight-reading is also often required. For more information about BYU bands, call 801-422-2510.

Instrumental Ensembles

Wind Symphony (49 members). This group has received national recognition in performances for the Music Educators National Conference, the American Bandmaster's Association, and the College Band Directors National Association. The Wind Symphony has an active performance schedule with international tours every third year. Audition required. Note: To tour with Wind Symphony, BYU policy requires that you be registered as a full-time student.

Symphonic Band (85 Members). This excellent band of select membership performs standard band literature. Because there are fewer performance pressures, the Symphonic Band is well suited for students who desire a challenging performance experience with a lighter concert schedule. Audition required.

Cougar Marching Band and ROC Band. The Cougar Marching Band entertains millions of football fans at LaVell Edwards Stadium and through regional and national TV performances. Audition is required and is held in the spring (an exception to other auditioned ensembles; see the BYU Bands website for complete audition information), and rehearsals

begin one week before the start of fall semester. Their season typically ends with a post-season bowl appearance.

The ROC (“Roar of Cougars”) Band plays at men’s and women’s basketball games. Roc Band members are largely drawn from Marching Band membership. Marching Band and ROC Band members receive a partial scholarship.

University Band. The University Band, an open-enrollment ensemble, performs standard band repertoire as well as works of a lighter nature. No audition required.

Synthesis. Synthesis gives advanced jazz instrumentalists the opportunity to experience playing under near professional conditions. This award-winning, internationally recognized big band features a synthesis of jazz, rock, blues, Latin, fusion, and current pop styles, with emphasis on improvisation and sight-reading. Performances are frequent and include concerts, jazz festivals, and recording sessions. Audition required. Note: To tour with Synthesis, BYU policy requires that you be registered as a full-time student.

Jazz Ensemble, Lab Band, and Combos. Jazz Ensemble offers a high-caliber musical experience with jazz, rock, Latin, and fusion styles and provides opportunities for growth in improvisation. This group performs frequently on campus. The Lab Band is a big band similar to the Jazz Ensemble and Synthesis. It emphasizes training in jazz styles, especially swing, and performs occasionally on campus. Jazz combos are formed each semester, and each one includes a rhythm section and two or three wind players. These intimate groups provide intensive experience in improvisation and perform frequently. Those involved with the combos are also part of the combo master class. Audition required.

Philharmonic Orchestra. Philharmonic Orchestra is the premier orchestra in the School of Music, consisting of approximately 100 members. Continuing a tradition of excellence developed over many years of outstanding performances, the orchestra performs several times each semester in addition to occasional regional tours. They also collaborate often with BYU's celebrated opera, choral, and ballet groups. Choosing pieces from every musical period, Philharmonic concerts are showcases for the most inspiring and thrilling achievements of the world's greatest composers. Also appearing regularly are exciting new works from the School's composition faculty. A regular yearly concert of the student concerto winners is one of the Philharmonic's most popular programs. Audition required.

Symphony Orchestra. The Symphony Orchestra is the second full symphony orchestra in the School and is the preparatory orchestra for the Philharmonic. This orchestra likewise performs challenging literature from the standard orchestral repertoire. Collaborative concerts include the annual underclassmen concerto night and the biennial musical. This 85-member ensemble performs approximately two times a semester. Audition required.

Chamber Orchestra. The BYU Chamber Orchestra is the most select of the orchestras, with the members chosen from the Philharmonic. This ensemble is the touring orchestra for the School and through this role has become the most widely traveled university orchestra in the world, having traveled across the U.S. and internationally, including concerts in Germany, Austria, Switzerland, Italy, Greece, Poland, Czech Republic, Hungary, Slovenia, Ukraine, Russia, Israel, and China. This flexible and highly proficient group performs the varied literature available for small orchestra. Audition

required. Note: To tour with Chamber Orchestra, BYU policy requires that you be registered as a full-time student.

The **University Orchestra** is open to anyone enrolled at the university and provides a continued orchestral experience for those who have chosen career paths outside of music but who still love to play. The consistent popularity of this large orchestra attests to the enjoyment of playing with friends and fellow student musicians in a more relaxed evening environment. The group performs standard classical repertoire for orchestra as well as works of a lighter nature. The concert schedule—one concert per semester—is geared toward the class schedule of the non-music major.

University Strings is a large string orchestra of around 50 players, and, like the University Orchestra, is open to any BYU student. The orchestra provides a non-music major string player the opportunity to enjoy the rich variety of music written for string orchestra. Repertoire from all periods is prepared in this evening class, with one concert per semester. For both University Orchestra and University Strings, there are no auditions. Enrollment is open until each instrumental section is full.

Other instrumental ensembles include Folk Ensemble, YA Show Band, Jazz Legacy Band, Balinese Gamelan, Brass Chamber Music, Keyboard in Ensemble, String Chamber Music, and Woodwind Chamber Music.

MISSING CLASS FOR ENSEMBLE PARTICIPATION

On occasion, students must miss class for mandatory ensemble performances. BYU does not have an “excused absence” policy. It is the student’s responsibility to inform professors in advance of the absence and make arrangements for any work that will be missed.

Scholarships and Financial Aid

A detailed description of university-based awards and related support can be found at byu.edu, under “Admissions and Aid”. Included there is information on eligibility, scholarships, university policies on scholarships, BYU short-term loans, federal programs, and tax information. For more information contact the Financial Aid Office, 801-422-4104.

School of Music scholarships are awarded to first-year students largely based on the quality of their entrance audition and in subsequent years through their achievement in the major they have selected (e.g., Performance, Education, Commercial Music, etc.). These awards are based on both the talent and the future promise of each student in his/her chosen professional career track and on the amount of funds available. Recipients of music scholarships must abide by the university scholarship requirements currently in effect. In addition, expectations of the School of Music for all School of Music scholarship award recipients are listed below.

- » Music major status.
- » BYU Cumulative GPA: 3.0; Major GPA: 3.0.
- » Registration in and satisfactory completion of private instruction (A or A- in 250R, 260R, 360R, 460R) and a large ensemble each semester as assigned and required by the student’s major.
- » Completion of sufficient music theory, history, and literature courses to stay on track for graduation.
- » Completion of sufficient general education and religion courses to stay on track for graduation.

- » Registration in a minimum of 12 credit hours EACH semester (fall and winter semesters). Registration in a minimum of 6.0 credit hours during spring and/or summer terms (for a spring and/or summer award).
- » Additional or more specific requirements, as set by the donor, may apply.

Note: Music scholarships are ONE-YEAR AWARDS unless otherwise specifically stated. Students who continue to make good progress towards their degree often see their scholarship renewed or, on occasion, increased. School of Music policy limits scholarship eligibility for all students to eleven (11) semesters of college enrollment or 160 credit hours, whichever comes first. Exceptions to School of Music policy may be granted, at the initiative of the student, when there are extenuating circumstances.

Some of the scholarships awarded by the School of Music are “named” awards. These awards are established according to the requirements determined by their donors for specific purposes, and the recipients of these awards often must fulfill those additional requirements, as well as those stated above. The scholarship recipients are expected to respond in writing to the donors, thanking them for their donation.

The School of Music annually gives out a limited number of need-based awards. If you wish to be considered for a need-based award, you must notify your studio professor or area head. The Student Financial Aid Office administers other forms of financial aid, such as Pell Grants and Stafford Loans.

School of Music Facilities

The School of Music is housed in the Harris Fine Arts Center, a comprehensive fine arts complex named after BYU's fourth president, Franklin S. Harris, who was known for his love of the fine arts. The building includes five theatres, two large rehearsal rooms, many individual practice rooms, nine pipe organs, classrooms, faculty and administrative offices, a piano lab, an organ lab, a 21-station technology center, a 24-channel stereo digital recording studio, and electronic music studios. Additional large rehearsal spaces and teaching studios for Music Dance Theatre (MDT) and Commercial Music students are found in the Richards Building (RB).

Procedures, policies, and contact information for reserving spaces in the Harris Fine Arts Center can be found at the HFAC Scheduling [website](#). These spaces and resources may only be used for official university purposes.

It is expected that you respect and care for these facilities. Please be helpful to others using the same spaces. (If you must rearrange a room for a rehearsal, for example, you should reset the room when you are finished.)

MUSIC PERFORMANCE LIBRARY

The School of Music maintains a Performance Library, B-311 HFAC, containing a comprehensive selection of sheet music for university bands, choirs, orchestras, and school sponsored chamber groups. Music in the Performance Library is reserved exclusively for BYU School of Music performing ensembles and students, within the context of official university activities. Performance Library music may be checked out by current BYU School of Music students for use in BYU music classes in which they are enrolled, with faculty instructor approval.

Music checked out from the Performance Library is due on or before the last day of class of the current semester or term (special arrangements can be made if music is needed for juries). Music requests for ensembles should be submitted three weeks prior to the semester or term it is needed. In an effort to protect the School of Music's investment, the Performance Library will not loan music to non-BYU performing ensembles, regardless of the conductor's affiliation with BYU. Exceptions to this policy will be considered on a case-by-case basis.

- » The individual who checks out music is financially responsible all parts, regardless of whether or not an ensemble shares them.
- » Chamber music must be checked out and returned as a complete set. No individual parts will be accepted.
- » All music is due on or before the last day of class. No grace period will be given. Late fees will be assessed.
- » A replacement fee will be assessed for music damaged, lost, stolen, or destroyed. Damaged is defined as, but not limited to, excessive marks, pen marks, rips, folds, or soiled music.

- » Please keep music in a folder.
- » Use a pencil only to make light marks on the music. Please erase any marks you make before returning the music.
- » BYU Performance Library music is intended for use in BYU School of Music classes only (i.e., no gigs, recording sessions, weddings, etc.) The Performance Library must approve any exception. Violators will be fined.
- » If you drop the class, the music becomes due immediately to the School of Music Performance Library.
- » Music left unattended or turned in to the library is considered lost and will be assessed a \$5.00 retrieval fee.
- » BYU Performance Library music may not be photocopied.
- » If the music is not returned, the full replacement value, in addition to any fees due, will be charged to the student's university account.

Please be acquainted with any other policies that affect your division by consulting with the library. If you have questions, contact the administrator of the library, Amy Gabbitas, at 801-422-3171.

INSTRUMENT OFFICE

Student Lockers

Lockers for large instruments are available through the Instrument Office (there is a small rental fee) for Music Majors to store their instruments in the Harris Fine Arts Center.

Smaller instruments (flutes, oboes, clarinets, trumpets, alto sax and violins) should rent a locker from the online locker rental available on myBYU. Also available for sale at the Instrument Office are various instrumental items: reeds, strings, rosin, cork grease, valve oil, slide grease, metronomes, etc.

Instruments

BYU INSTRUMENT/EQUIPMENT POLICY

BYU-owned instruments and equipment are available to students enrolled in School of Music classes for use in BYU performing groups or for private lessons taken through the School of Music. A student using a BYU instrument or BYU-owned equipment is expected to abide by the following regulations. Any infraction could result in the loss of privilege to use the instrument or equipment.

1. BYU instruments/equipment are only available for checkout to students enrolled in classes which require the use of an instrument (such as lessons, theory classes, large and small ensembles). Some exceptions apply; see #4.
2. A fee will be assessed depending upon the instrument being checked out. This fee will be charged directly to the student's "My Financial Center" account.
 - a. String students will be charged \$30/semester or \$15/term for upkeep of strings and bows.
 - b. Brass and Woodwind students will not be charged.
 - c. Percussion students will be charged \$10/semester or \$5/term for instrument use and maintenance.

- d. Harp students will be charged \$10/semester or \$5/term for instrument use and maintenance.
 - e. Workshop instruments: \$30/semester of String Workshop
3. BYU instruments/equipment are issued in good working order and are expected to be returned in the same condition.
- a. Any malfunction should be reported in person to the Instrument Office staff immediately. The student will be held responsible for any malfunction that is not reported immediately. Immediate attention to repairs usually leads to lower repair costs.
 - b. The student will be responsible for the proper care and cleaning of the instrument/equipment until it is officially returned.
 - c. The instrument must be thoroughly cleaned before it is returned. Cleaning facilities are available during office hours (Mon-Fri, 8:00-5:00) in the Instrument Office, E395 HFAC.
 - d. Normal maintenance and repairs will be done by the Instrument Office at no charge to the student.
 - e. The student is responsible for repairs needed due to improper use or neglect. These fees will be charged directly to the student's "My Financial Center" account.
4. BYU instruments/equipment are intended for use in BYU School of Music classes only.
- a. Exceptions must be approved in advance through the Instrument Office management.
 - b. Exceptions may include:
 - i. Personal use during Spring/Summer terms (e.g., lessons outside of HFAC, graduate auditions, gigs) by music majors registered for Fall semester classes
 - Spring Term: \$200 fee for any personal use
 - Summer Term: \$200 fee for any personal use
 - Christmas Break: \$75 fee for any personal use
 - ii. School of Music sponsorship from a professor or division
 - The division may pay the fee corresponding to sponsorship use. A waiver option will no longer be available.
 - iii. BYU School of Music-sponsored touring groups and groups performing outside of the HFAC. This includes required recitals and concerts for SOM classes

- iv. Auditions: If using a BYU instrument to audition for a BYU School of Music ensemble, the student may rent the instrument two weeks prior to the audition date and will be required to return the instrument the next business day after the audition or to check out the instrument for the semester.
 - v. A \$100 fee will be assessed for any use outside of the HFAC and will require the user to complete a Loan Agreement form. This includes but is not limited to graduate school auditions, practicing at home, and outside lessons.
 - vi. Other exemptions, including church performances, and fees will be determined on a case-by-case basis.
5. Instruments and accessories should never be left unattended. If an Instrument Office employee finds an instrument and/or accessory left unattended, it will be taken to the Instrument Office. A \$5 fine will be assessed for retrieval of the abandoned instrument and/or accessory.
6. All instruments/equipment should be returned to the Instrument Office on or before the last day of regular classes of the term or semester.
- a. Extensions on due dates because of juries or workshop finals must be arranged through email or in person before the due date. Our email and phone number are instrumentoffice@byu.edu, 801-422-2352.
 - b. The student who checked out the instrument/equipment must personally return it to the Instrument Office by the due date. Students should not switch instruments/equipment with other students.
 - c. A late fee will be charged for each instrument or piece of equipment checked in late: \$2 the first day and \$1 for each additional day.
 - d. Any instrument/equipment not checked in by the last day of finals will result in a financial hold on the student's record in addition to the late fee.
7. When returning an instrument, be sure to return any accessories separately, such as mutes, lyres, extra mouthpieces, etc. A replacement fee will be charged for any missing, damaged, or lost accessories.

8. All instruments must be kept in the assigned locker and can only be taken from the HFAC by completing a Loan Agreement form. No personal items are to be kept in BYU instrument lockers. If personal items are located in a BYU designated locker, they will be confiscated. A \$5 fine will be assessed for retrieval.
9. It is the student's responsibility to work out practice times with other students using the same instrument. The Instrument Office will provide email addresses for each individual.
10. Most BYU instruments share a locker with other BYU instruments. **Do not leave any personal items in these lockers.** If a box on your policy is checked, the instrument is a "Community Instrument," and is used by more than one person during the day. The instrument must be kept in the assigned locker and can only be taken from the HFAC by making arrangements with the Instrument Office. It is the student's responsibility to work out practice times with other students using the instrument.

Please be acquainted with any other policies that affect you by consulting with the Instrument Office. If you have questions, contact the administrator of the Instrument Office, Amy Gabbitas, at 801-422-2352.

ELECTRONIC FACILITIES

One of the most valuable facilities available to School of Music students is the Advanced Lab for Music Applications (the “ALMA” Lab), C-485 in the HFAC, 801-422-8661. This room contains 24 computer stations with MIDI keyboards and a variety of music software (including Finale music notation, ear training drills, and sophisticated music sequencers) and is available to music students whenever courses are not being held there. Graduating seniors regularly refer to this facility as among the most valuable resources of the School of Music. Contact Steve Ricks, 801-422-6115, the supervising faculty member for the ALMA lab, with any questions.

Commercial Music students gain valuable experience in the school’s state-of-the-art digital recording studios and MIDI production labs. A 48-channel NEVE Genesys tops a long list of professional recording and audio production equipment accessible to students. The MIDI suites have the latest DAW production software such as ProTools, Logic Pro X, Digital Performer and a vast array of virtual instrument sound libraries. Students will also learn the art of post-production in one of three 5.1 surround-sound mixing suites. The concert halls have comprehensive sound reinforcement equipment (with multi-input boards). The school endeavors to procure and maintain the very latest electronic keyboard, computer, sequencing, and MIDI equipment.

Practice Rooms

The School of Music maintains approximately 50 practice rooms, found mainly on the second floor of the HFAC in the E, C, and B wings. These practice rooms contain a variety of musical instruments and are set up to accommodate different student needs. They are available to BYU music students according to the following policies:

Sign-ups for practice rooms are done online in [SOMIS](#) (School of Music Information System). Students may sign up for practice rooms during fall and winter semesters beginning the sixth day of class on a class seniority basis as follows:

- » Students registered in Mus 660R: Sign-up opens on the 6th Day of Classes at 6:00 a.m. and continues through the second and third weeks of classes.
- » Students registered in Mus 460R: Sign-up opens on the 7th Day of Classes at 6:00 a.m. and continues through the second and third weeks of classes.
- » Students registered in Mus 360R: Sign-up opens on the 8th Day of Classes at 6:00 a.m. and continues through the second and third weeks of classes.
- » Students registered in Mus 260R: Sign-up opens on the 9th Day of Classes at 6:00 a.m. and continues through the second and third weeks of classes.
- » Students registered in Mus 560R, 359R, and 160R: Sign-up opens on the 10th Day of Classes at 6:00 a.m. and continues through the second and third weeks of classes.

Specific rooms and practice times are assigned to students based on their instrument and academic degree program:

- » Music majors taking private lessons (including MDT): 2-3 hours per day
- » Students enrolled in Music 160R-Organ: 1 hour per day

Practice room schedules are effective immediately following student sign up.

If an assigned room is not claimed by 15 minutes after the hour, any student may use the room for the remainder of that hour.

Practice rooms are not reserved during the Spring and Summer terms. They are available on a first-come, first-served basis.

Some practice room schedules are subject to priorities and restrictions:

- » Grand pianos in the C and E wings are given first to piano majors.
- » Organ practice rooms are given first to organ majors.
- » Harp practice rooms are given first to harp majors.
- » Some C wing practice rooms are restricted during performances in the de Jong Concert Hall because of sound transfer through the walls and floor.
- » Some practice rooms, equipped with Clavinovas, are reserved first for voice majors.

There are a few, limited alternative practice room facilities:

- » The ALMA Lab, C-485, during open lab hours.
- » Practice rooms in on-campus dorms and off-campus apartment complexes; also, community pianos in clubhouses, common areas, etc.
- » Your apartment, when roommates are in class. (You can rent a piano from local music stores. If roommates split the cost, even better!)
- » Off-campus church buildings. (Perhaps you and your bishop can exchange access to a room during the week for a couple of Sacrament Meeting musical numbers.)

The following are NOT to be used as practice rooms: bathrooms, hallways (including lower floors), stairwells, galleries, patios, elevators, storage areas, other common areas, etc. This rule applies to singers as well as instrumentalists.

SMALL ENSEMBLE REHEARSAL ROOMS

Rehearsal rooms located in A-211 and A-244 HFAC are available to any small ensemble during regular building hours, though students enrolled in organized chamber music groups have first priority. Some times are blocked out to accommodate devotionals, family home evening, and specific course ensembles. The rooms are found near the tunnel vending machines. Students may schedule rehearsal times through the Academic Administrative Assistant, C-550, 801-422-6304. A-211 is open throughout the hours the building is open. A-244 requires a numeric entry code that is obtained from the Instrument Office after the room has been scheduled and a contract has been signed. Only students who have scheduled A-244 through the proper channels are allowed in the room. No food or drink is allowed in the ensemble rooms!

HAROLD B. LEE LIBRARY: MUSIC & DANCE

The Music & Dance section of the university's six-million-item Harold B. Lee Library contains more than 145,000 music scores, 42,000 CDs, 125,000 LPs, 6,700 video recordings, 60,600 books, and 1,500 periodicals (with over 570 active subscriptions). The library is located on level four of the HBLL within a large and comfortable space that features quiet study spaces such as an elegant reading room with soft seating and numerous study carrels with outlets for your laptop computer. The helpful staff is always available to help find and check out library materials, give answers to questions and recommendations for reading or listening, and give in-depth research assistance.

The Music & Dance section of the HBLL features numerous technological resources for listening to audio recordings, viewing video recordings in many formats, accessing music and dance resources through the Web, creating and editing audio recordings with professional-level software and equipment, as well as composing music with music notation software. Another listening and viewing facility in the library, the Media Center, provides media and support for all non-music or dance-related courses at the university. A number of advanced music courses use the classroom in Music & Dance that features state-of-the-art electronic equipment to enhance teaching and learning.

Music scores published for a wide variety of instrumentations (full scores, piano/vocal scores, scores and parts, sets of parts, etc.) can be checked out for study and performance. The music collections have a large number of scores for solo voice and instruments, as well as strong collections in chamber ensembles and larger works such as symphonies, concertos,

operas, musicals, and oratorios. Special collections include the Primrose International Viola Archive and the International Harp Archives, both of which are the largest single collections of music for those instruments in the world. Also located in the library are the Bartók-Serly, Max Steiner, Capitol Records, Bruning Sheet Music, Percy Faith collections, as well as numerous rare early editions and music manuscripts housed in Music Special Collections. These materials are available for research by request.

If you have any questions about the collections or facilities, see the staff at the Music & Dance Help Desk on level four of the HBLL, email us at musicdanceref@byu.edu, or call us at 801-422-1725.

MADSEN RECITAL HALL

The 400-seat Madsen Recital Hall (named for Drs. Franklin D. and Florence Jepperson Madsen, prominent BYU music educators), is the principal venue for student recitals, lectures, chamber music, and choir rehearsals and has recording and television broadcast capability. Two concert grand pianos, a significant recital pipe organ, and full media support make this facility unique.

DE JONG CONCERT HALL

The continental-style de Jong Concert Hall is the largest theater in the Harris Fine Arts Center, with a capacity of 1,268. This magnificent performance space is used by most of the major large ensembles of the School of Music for concerts each semester, as well as by many visiting artists.

Other Reference Items

STUDENT ORGANIZATIONS

The **Student Advisory Council** in the School of Music is organized annually to facilitate communication between students and the Executive Council and to give students a voice regarding issues of particular interest to them in the School. The Student Advisory Council is supervised by Alex Woods.

National Association for Music Education (NAfME) is the largest organization for music educators in the country, and BYU's collegiate chapter is the largest in Utah. Look for NAfME–Collegiate information on bulletin boards or talk with Dr. Sam Tsugawa. Music education majors are expected to join. Registration fees are approximately \$30 a year. Members receive monthly music education journals, are invited to attend monthly meetings featuring guest speakers and other activities, and obtain reduced registration rates for the State Convention held in St. George each February.

American String Teachers Association (ASTA), BYU Chapter is the major professional organization for string teachers and string players in the United States. BYU's student chapter, "YASTA," is open to any student who is interested in string performance or teaching. String music education majors are particularly encouraged to join. Members receive all national ASTA benefits, including a subscription to the award-winning ASTA magazine, participation in national and state ASTA workshops and conventions, reduced rates on instrument insurance, and more. YASTA members meet monthly, interact with local and visiting string teachers and

artists, and engage in valuable service activities. Membership fees are about \$50 annually. For further information, contact Professor Eric Hansen and watch for posted announcements.

Student chapter of the **National Association of Teachers of Singing** (SNATS) aims to provide quality performance, education, and service opportunities for classical and musical theatre singers that will enrich the university community.

Members seek to advance knowledge about the professions of singing and teaching; and provide fellowship among voice students and faculty, on campus and with national SNATS, as well as in the community. Membership is open to any student, or student spouse, interested in vocal music. Application for membership is available via clubs.byu.edu. Minimal annual dues are required. BYU SNATS advisor is Dr. Rob Brandt.

COMPLIANCE WITH COPYRIGHT LAW

As a matter of compliance with both the law and BYU Honor Code, students are encouraged and expected to follow copyright laws and policies pertaining to printed music (including scores and performance parts) and sound or video recordings. Generally, music scores or parts should not be copied for use in performance unless they are in the public domain or unless explicit permission has been acquired from the publisher. Print materials, printed music, and music recordings should not be duplicated or distributed digitally for personal or classroom study unless doing so falls within the bounds of fair use or unless permission from the publisher has been granted. Students are expected to familiarize themselves with the concept of fair use and comply with its parameters in their educational and performance activities. Students should

refer to the BYU Copyright Licensing Office [website](#) or [email](#) for information about fair use of copyright materials and assistance in seeking copyright permission.

BYU HONOR CODE AND ACADEMIC HONESTY POLICY

The [BYU Honor Code](#) and the Academic Honesty Policy are described in detail in the Undergraduate Catalog and can be accessed online from BYU's home page. All School of Music students are expected to abide by the principles outlined there, including Dress and Grooming Standards. All forms of academic dishonesty, including cheating on examinations or assignments, plagiarism in all its forms, and other misrepresentations of academic work, are considered serious breaches of University policy and of the fundamental principles of integrity espoused by this institution and its sponsoring church.

All students should become familiar with the [Academic Honesty Policy](#) of the university. It states in part: "BYU students should seek to be totally honest in their dealings with others. They should complete their own work and be evaluated based upon that work. They should avoid academic dishonesty and misconduct in all its forms, including but not limited to plagiarism, fabrication or falsification, cheating, and other academic misconduct." Please click the above link for further detail.

SEXUAL DISCRIMINATION OR HARASSMENT

BYU's policy against sexual harassment extends not only to employees of the university but to students as well. If you encounter sexual harassment, gender-based discrimination, or other inappropriate behavior, please talk to your professor, contact the [Equal Opportunity Office](#) (D-240C ASB, 801-422-5895 or 801-367-5689), or contact the [Honor Code Office](#) (4440 WSC, 801-422-2847).

STUDENTS WITH DISABILITIES

Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete a course successfully, please contact the [University Accessibility Center](#) (2170 WSC, 801-422-2767). Reasonable academic accommodations are reviewed for all students who have qualified documented disabilities.

HEARING, VOCAL, AND MUSCULOSKELETAL HEALTH FOR MUSICIANS

Hearing, neuromusculoskeletal, and vocal health are crucial for musicians, and are a priority for the School of Music. A forum on musician health is held annually, and all students are encouraged in this forum as well in private lessons, masterclasses, and ensembles to educate themselves more about this subject.

The National Association of Schools of Music and the Performing Arts Medicine Association have prepared

Information Sheets on hearing, neuromusculoskeletal, and vocal health for musicians. Hard copies of these sheets are available in the School of Music office (C-550 HFAC) and are posted prominently near practice areas. They can also be accessed online here:

- » [Protecting Your Hearing Health: Student Information Sheet](#)
- » [Protecting Your Neuromusculoskeletal and Vocal Health: Student Information Sheet](#)

Furthermore, ear-plug options are available in the HFAC: there are dispensers in the rehearsal rooms E-250 and 251 for your convenience, and more specialized varieties are available for purchase in the Instrument Office.

Consider seeing a professional audiologist to have your hearing tested to assure yourself of where your hearing levels are and to educate yourself about proper protection and hearing health.

Please discuss hearing, neuromusculoskeletal, and vocal health with your professors, and especially your private instructor.

MENTAL HEALTH

A large percentage of college students report feeling overwhelmed. High stress levels can lead to more serious health conditions like anxiety and depression. If you have concerns about your stress levels or your mental health, contact BYU Counseling and Psychological Services (CAPS) at caps.byu.edu. There, you may take a mental health screening or seek assistance from a counselor.