

**Department of Music**

**Division of Fine Arts**

**College of Arts and Sciences**

**Howard University**

**Undergraduate Student  
Handbook**

**2009-2010**

Contact

202-806-7082

[www.coas.howard.edu/music](http://www.coas.howard.edu/music)

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## Department of Music

### Division of Fine Arts - College of Arts and Sciences

#### Howard University

James Donaldson, Ph.D., Dean, College of Arts and Sciences  
Tritobia Benjamin, Ph.D., Associate Dean, Division of Fine Arts  
Chris Royal, MM, Chair, Department of Music

#### Department of Music Faculty- Full-time

- Boykin-Settles**, Jessica, MM, Lecturer, Jazz Voice  
**\*Covington**, Charles, Master Instructor, Jazz Piano  
**\*Eichelberger**, Valerie, MM, Associate Professor, Jazz Voice  
(*Coordinator Music with Electives in Business Programs*)  
**\*Holloman**, Charlotte, MA, Lecturer, Voice  
(*Coordinator Voice Performance*)  
**\*Irby, III**, Fred, MM, Professor, Trumpet  
(*Coordinator, Instrumental Performance*)  
**Jackson**, Raymond, DMA, Professor, Piano  
(*Coordinator Recital Scheduling*)  
**\*Kamalidiin**, Sais, PhD, Assistant Professor, African/African-American Music History,  
Flute, Jazz Studies (*Coordinator Graduate Studies*)  
**\*Mauldin**, Mark, MME, Associate Professor, Music Education  
(*Coordinator Music Education Programs*)  
**\*Miller**, Connaitre, MM, Associate Professor, Jazz Voice  
(*Coordinator Jazz Studies Voice Program*)  
**Norris**, James, DM, Professor, Music History,  
(*Coordinator Music History Programs; Director, Office of Choirs and Bands*)  
**Ohia**, Chinyerem, PhD, Associate Professor, Theory/Composition  
**Randolph**, Anthony, DMA, Assistant Professor, Theory/Composition  
(*Coordinator Composition Programs and Theory Studies*)  
**\*Royal**, Chris, MM, Associate Professor, Jazz Studies, Music Technology  
(*Department Chair*)  
**Schultz**, Paul, DMA, Assistant Professor, Trombone & Theory  
**\*\*Timbrell**, Charles, DMA, Professor, Piano  
(*Coordinator Piano Programs*)  
**Walwyn**, Karen, DMA, Assistant Professor, Piano  
**Washington**, Donna, MCAT, Associate Professor, Music Therapy  
(*Coordinator Music Therapy Programs*)  
**\*Young**, Charlie, MM, Associate Professor, Saxophone and Jazz Studies  
(*Coordinator Jazz Studies Instrumental Programs*)
- \*Member, Graduate Studies Committee**  
**\*\*Chair, Graduate Studies Committee**

### Part-time Lecturers

Bunn, Michael, MM, Tuba  
Hopkins, Gregory, MM, Voice  
Koczela, Jeffrey, MA, String Bass  
Kunkel, Gerard, MM, Guitar  
Lewis, Nicholas, Clarinet  
Lovinsky, Joseph, French Horn  
Macek, Timothy, MM, Strings & Orchestra  
Mercer, John, JD, Music /Entertainment Law  
Owen, Drew, MM, Violoncello  
Reed, Richard, MM, Oboe  
Richards, William, MM, Percussion  
Summey, Harold, MM, Jazz Drumset  
Wassertzug, Uri, MM, Viola

### Administrative Assistant

Ms. Traci Wyatt

### Staff

Bunn, Laurie, Accompanist  
Milesi, Paul, BM, Piano Technician

### **Hours of Operation**

The hours of the main music office are 8:30am to 5:00 pm Monday through Friday. Students may use open and available classrooms and labs during those hours.

Practice rooms are for the exclusive use of validated students enrolled in the Department of Music courses. Practice rooms are available from 7:30am to 10:30pm daily during the fall and spring semesters. There will be reduced hours during longer vacations, such as Christmas and summer breaks. There are reserved (locked) practice rooms for validated piano majors and minors. However, all validated and enrolled music department students may use any unlocked room in the practice area.

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Howard University  
2455 6<sup>th</sup> St., N.W.  
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[www.coas.howard.edu/music](http://www.coas.howard.edu/music)

## About the Department of Music

The first courses in music at Howard University date back to 1870. By 1892, a department of the Normal School was established which grew to become an independent conservatory in 1914.

First under the leadership of Lulu Vere Childers, and then Warner Lawson, the conservatory and subsequent School of Music flourished. In 1944, it was the first music program in the Washington area to be approved for membership in the National Association of Schools of Music. Serving as the original nucleus of the only HBCU College of Fine Arts, The Howard University School of Music consisted of a number of departments including Music Education, Piano, Voice, and Literature and Materials.

Since the 1974 reorganization as a Department of Music, the former departments have been designated as “areas” which are headed by “coordinators.” Since the merger in 1998, the Department of Music has functioned as one of the three arts departments in the Division of Fine Arts of the expanded College of Arts and Sciences.

Boasting such luminous alumni as Jessye Norman, Roberta Flack, Donnie Hathaway, Dorothy Rudd Moore, Richard Smallwood, Andrew White, Angela Winbush, Bennie Golson and many others, the Department of Music occupies the third floor and part of the basement level of Lulu Vere Childers Hall.

This manual, along with the *Howard University Undergraduate Bulletin*, the current *Howard University Student Reference Manual and Directory of Classes*, and Department of Music area handbook for your major area are valid for the current academic year should be retained for reference purposes. Students are strongly advised to refer to them often. Updates will be posted online at

[http://www.coas.howard.edu/music/admissions/handbooks\\_.html](http://www.coas.howard.edu/music/admissions/handbooks_.html)

All music majors will be assigned a faculty advisor who will assist them with their academic and artistic planning throughout their baccalaureate study at Howard University. Music majors must consult with their advisors and have their schedules approved each semester prior to officially registering for classes. Without such approval, students cannot be assured of the timely completion of all requirements for graduation. For additional information, please see the registration procedures.

## **Mission**

The Howard University Department of Music is a professionally oriented fine arts unit within a historically black private university. Its purpose is to provide musical experience of exceptional quality to students of high artistic and academic potential, with particular emphasis on the provision of educational and cultural opportunities for individuals of African ancestry.

## **Goals**

To prepare students for professional careers as performers, creators, educators, therapists, scholars and music industry leaders.

To provide a wide range of musical activities for the University and the larger community.

To research, preserve, publicize and disseminate music of people of African ancestry.

## **Objectives**

To attract gifted students to the Department of Music through the distinctive quality of curricula and faculty.

To attract outstanding teachers, performers and scholars to the faculty of the Department of Music.

To encourage interdisciplinary relationships within the University through elective courses and musical performances.

To encourage music students to take advantage of a broad university education.

To stimulate research in music with emphasis on the African-American musical contribution.

To maintain and expand the physical facilities and equipment necessary to achieve departmental goals.

## **REGISTRATION INFORMATION**

### **Placement Examinations**

During the opening days of the first semester in residence, all new undergraduate entrants and transfer\* students are required to take the following diagnostic examinations:

The Department of Music Theory Placement Examination (Dr. Randolph)

The Department of Music Piano Placement Examination (Dr. Timbrell)

Secondary Performance Placement Examination in Voice and/or Instrument (See the area coordinator)

\* Transfer credit will be awarded based on the results of these placements for courses carrying grades of C or better.

NOTE: Students will still need to fulfill overall credit hours even if they have tested out of a requirement. Advanced placement does not also grant required credit hours.

### **Registration and Advising**

After having completed the placement examinations described above, the student must meet with a Coordinator (advisor) to help select classes. The available courses are listed in the current Howard University Student Reference Manual and Directory of Classes and/or from the HU web page,

<http://www.howard.edu/academics/courses/>

The Department of Music Coordinators/Advisors are:

#### Composition

Dr. Anthony Randolph- 202-806-7086- [tonyrandolph@erols.com](mailto:tonyrandolph@erols.com)

#### Jazz Studies Voice

Ms. Connaitre Miller- 202-806-7097- [millerconnaitre@hotmail.com](mailto:millerconnaitre@hotmail.com)

#### Jazz Studies Instrumental

Mr. Charlie Young, III- 202-806-7872- [cyoung@Howard.edu](mailto:cyoung@Howard.edu)

#### Jazz Studies Technology

Mr. Chris Royal - 202-806-7097 - [groyal@howard.edu](mailto:groyal@howard.edu)

#### Music with Electives in Business

Ms. Valerie “Kehembe” Eichelberger - 202-806-7095 - [kveichelbe@aol.com](mailto:kveichelbe@aol.com)

#### Music Education\*

Mr. Mark Mauldin - 202-806-7099 - [mmauldin@howard.edu](mailto:mmauldin@howard.edu)

#### Music History

Dr. J. Weldon Norris - 202-806-7088 - [jnorris@Howard.edu](mailto:jnorris@Howard.edu)

Performance (Instrument)

Mr. Fred Irby, III - 202-806-7066 - firby@howard.edu

Performance (Piano)

Dr. Timbrell - 202-806-7096 - ctimbrell@howard.edu

Performance (Voice)

Ms. Charlotte Holloman - 202-806-7135 - cholloman@howard.edu

Music Therapy

Ms. Donna Washington - 202-806-7136 - drw822@netscape.com

You may be assigned to another faculty advisor (sub-advisor) in your same degree program. However, the Coordinator of an area is the main advisor for that area and should be consulted if there are any issues not handled by the sub-advisor. It is the student's responsibility to make appointments for consultation and to bring all documentation to each consultation session.

\*Music Education freshmen and sophomores will be advised by their performance minor advisor. They will be advised by the Music Education Coordinator beginning in their junior year.

Students are encouraged to discuss concerns relating to academic work, artistic difficulties, or career plans with their advisors whenever the need arises. It is the advisor who (using a curriculum checklist) will clear the student academically for graduation.

**Course Selection**

Each semester, the student should carefully study the degree requirements, and then must meet with the advisor and plan a schedule of classes. Advisor approval must be obtained for all courses. Each student's advisor is provided with an alternate PIN number which the student will need in order to register for their courses. This PIN number will only be provided to the student during consultation on, and approval of courses. Instructor approval must be obtained for any independent study courses. The student is to inform the advisor of any scholarships that have been awarded and any ensemble courses required by the scholarship.

A checklist of completed curricular requirements should be updated each semester, a copy given to the student and a copy retained by the advisor. The student should then complete the Banner registration procedure. Hardcopy printouts of the online schedule, along with any subsequent changes, should be saved by the student and provided to the advisor at each consultation. These printouts are the only proof of registration.

## **Which Courses to Enroll**

As a Music Major, you are expected to register for certain types of courses each semester. Categories of courses you will register for during the first 4 semesters - (specific courses determined by degree program, auditions and placement examinations) :

Performance Instruction (private lessons - 8 semesters)  
Ensemble (8 semesters)  
Student Recital (8 semesters)  
Theory (4 semesters minimum)  
History (4 semesters minimum)  
Functional Piano (for non-piano majors - 4 semesters)

**Important.** The student must be careful not to register for the same course that has been previously passed. Many courses have the same name, but the course number will be different. The student should register for courses in sequential order, for example:

MUS\* 101-  
MUS\* 102 –  
MUS\* 111-  
MUS\* 112 (etc.)

The advisor will help, but it is the student's responsibility to verify any registration errors that may affect graduation.

## **Sequence Courses**

When registering, consider that certain courses span several semesters, such as Performance instruction (private lessons), theory courses, and ensembles. These courses should be registered for and taken in sequence order. For example, Student Recital I (111) should be registered and taken before registering and taking Student Recital II (112). It is the student's responsibility to register for the correct course number and in the correct sequence, even if the course title is the same. Please check with your advisor if you have any questions about registering for classes in sequence.

## **Theory Sequence Courses**

All students must take the Theory Placement examination at the beginning of their first semester of study. This exam will determine whether the student will enter Elementary Harmony I and Elem. Ear Training & Sight Singing I, or Fundamentals of Theory (non credit). This exam will also determine any advanced placement (and possible transfer credit) in Harmony and/or Ear Training.

The sequence of (lower level) theory courses is:

**Harmony**

- 1.) Elementary Harmony I
- 2.) Elementary Harmony II
- \*\*Keyboard Harmony MUSB 016 or 116 (taken with elementary level theory)
- 3.) Advanced Harmony I
- 4.) Advanced Harmony II

**Ear Training/Sight Singing**

- 1.) Elem. Ear Training & Sight Singing I
- 2.) Elem. Ear Training & Sight Singing II
- 3.) Adv. Ear Training & Sight Singing I
- 4.) Adv. Ear Training & Sight Singing II

Note: The above Harmony and Ear Training courses are to be taken concurrently, so no student will be more than 1 semester “out of sync” with the sequence. For example, a student cannot take Advanced Harmony I until both Elementary Harmony II and Elem. Ear Training & Sight Singing I are completed. A minimum grade of “C” is required for Music Department majors and minors to proceed through the Theory Sequence.

**Other Pre-requisite Courses and Sequences**

Lower level theory courses must be passed in sequence before proceeding to the next level of study. Generally, the any prerequisite course must be passed with a minimum grade of “C.”

1. Advanced Harmony II is the prerequisite for

- MUSB 043 Counterpoint
- MUSB 124 Analysis
- MUSB 151 Composition
- MUSB 103 Orchestration

2. Elementary Harmony II is the prerequisite for

- MUSH 101 Jazz Theory I

3. Jazz Theory II (or Advanced Harmony II with the instructor’s permission) is the prerequisite for

- MUSI 132 Vocal Arranging I
- MUSH 183 Jazz Arranging I

4. Elementary Harmony II **and** either Functional Piano II or Piano Minor enrollment are pre-requisites for

- MUSI 076 Intro to Electronic Music I.

5. The normal sequence for Music History courses is

- MUSC 005 Music. Lit. to 16<sup>th</sup> C. (MUSI 110-Jazz History),
- MUSC 006 Music . Lit. Bar./Classical,
- MUSC 007 M. Lit. 19<sup>th</sup> & 20<sup>th</sup> C. and
- MUSC 008 African-Amer. Music Lit.

The coordinator of Music History must approve any deviation from this order.

## **Student Recital**

### Recital Coordinator

Raymond Jackson- 202-806-7091 - [rjackson@raymondjtjackson.com](mailto:rjackson@raymondjtjackson.com)

When registering, you should include Student Recital in your program. It is a required course for all music majors. The weekly Student Recital is essentially the Department of Music's "performance laboratory", and is normally held on Thursdays at 12:40 PM in the recital hall, room 3001. All undergraduate music degree programs require 8 semesters of Student Recital attendance.

**Recital Attendance:** All Music majors are required to officially pass Student Recital each semester. This is accomplished by registering for the appropriate level course (MUTO 011~042) and attending at least 75% of all student recitals. A student receiving an unsatisfactory grade ("U") in Student Recital must satisfactorily complete a 3 hour music course outside of curricular requirements for every unsatisfactory recital grade. Each of these courses will be selected by the student and must be approved in writing by the advisor.

**Recital Performance:** Beginning in the sophomore year, participation in solo performances on student recitals is required of Voice and Piano majors once per semester. Voice and Piano minors must appear once each year. Instrumental majors and minors must perform once each semester, starting with their second semester.

## **Undergraduate Major Degree Programs**

The Department of Music offers two professional undergraduate degrees in music, both fully accredited by the National Association of Schools of Music (NASM).

### **1. Bachelor of Music** (six programs)

- A. Bachelor of Music** in Composition
- B. Bachelor of Music** with Electives in Business
- C. Bachelor of Music** in Jazz Studies
- D. Bachelor of Music** in Music History
- E. Bachelor of Music** in Performance
- F. Bachelor of Music** in Music Therapy

### **2. Bachelor of Music Education**

With the exception of the Music Performance major, all of the degree programs require a performance minor in either voice, jazz voice, piano, guitar, an orchestral instrument, or organ (available for Music Education and Music History degrees only)

All programs require an audition and acceptance by the acceptance by the Department of Music.

## **BACHELOR OF MUSIC IN PERFORMANCE**

### Coordinators

#### *Instrumental*

Mr. Fred Irby, III - 202-806-7066 - firby@howard.edu

#### *Piano*

Dr. Timbrell - 202-806-7096 - ctimbrell@howard.edu

#### *Voice*

Ms. Charlotte Holloman - 202-806-7135 - cholloman@howard.edu

The Performance program focuses on developing the skill level and artistry required of a concert performer. Majors in Music Performance will complete the following minimum music requirements:

- \* 8 semesters of private lessons
- \* Qualifying Recital in the Junior Year
- \* Senior Recital in final semester
- \* 8 semesters of participation in large departmental ensemble
- \* 2 semesters of participation in small departmental ensemble
- \* 4 semesters of music theory
- \* 1 semester each of Counterpoint and Form and Analysis
- \* 4 semesters of music history
- \* 4 semesters of class piano (except piano majors and minors)
- \* 1 semester of conducting (instrumental or choral)
- \* 8 semesters of recital attendance

Additional music requirements in pedagogy and literature are required by each specific major program. Please refer to the specific programs curricula for each major.

### **Performance Majors- Auditions**

Students wishing to be admitted to freshman classification as majors in applied music areas must demonstrate on:

**Piano**, the ability to play any scale or arpeggio in moderately rapid tempo, hands together; standard studies, such as Czerny, Op. 299, Bk. 1; easier classical sonatas; a short romantic work; and a work by Bach (equivalent to an Invention or Prelude and Fugue).

**Violin**, the ability to perform studies of the difficulty of Kreutzer Etudes and works of the grade of the Viotti Concerto in G Major 3 and the Mozart Third Concerto in G Major.

**Voice**, a good natural voice and the ability to sing simple songs on pitch with correct phrasing and musical intelligence, and sing from memory two (2) selections of contrasting styles.

**Orchestral Instruments**, a thorough knowledge of the basic technique of the chosen instrument; students must own their own instruments; previous study of piano desirable.

*A Junior Qualifying Recital is required of all applied majors.*

### **Bachelor of Music in Performance- Orchestral Instruments & Guitar**

#### **Major Area**

MUSx-211	Principal Instrument	3	MUSx-212	Principal Instrument	3
MUSx-221	Principal Instrument	3	MUSx-222	Principal Instrument	3
MUSx-231	Principal Instrument	3	MUSx-232	Principal Instrument	3
MUSx-241	Principal Instrument	3	MUSx-242	Principal Instrument	3
MUxx-011	Band/Orchestra	1	MUxx-012	Band/Orchestra	1
MUxx-021	Band/Orchestra	1	MUxx-022	Band/Orchestra	1
MUxx-031	Band/Orchestra	1	MUxx-032	Band/Orchestra	1
MUxx-111	Chamber Ensemble	1	MUxx-112	Chamber Ensemble	1
MUxx-121	Chamber Ensemble	1	MUxx-122	Chamber Ensemble	1
MUSD-058	Instr. Conducting	3	MUSB-103	Orchestration	3

**Total Major Area** ----- **40 Credits**

#### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony I	3	MUSB-022	Elem. Harmony II	3
MUSB-041	Adv. Harmony I	3	MUSB-042	Adv. Harmony II	3
MUSB-016	Keyboard Harmony	3	MUSB-043	Counterpoint	3
MUSB-124	Form & Analysis	3	MUSC-005	Music Lit. to 1600	3
MUSC-006	M. Lit. Bar./Classical	3	MUSC-007	M. Lit 19 <sup>th</sup> & 20 <sup>th</sup> C.	3
MUSC-008	M. Lit. Afro-Am.	3	MUSE-011	Functional Piano	1
MUSE-012	Functional Piano	1	MUSE-021	Functional Piano	1
MUSE-022	Functional Piano	1	MUTO-011~042	Student Recital (8 )	0

**Total Supportive Area** ----- **45 Credits**

**Bachelor of Music in Performance: Piano**  
**Major Area**

MUSE-211	Piano Major	4	MUSE-212	Piano Major	4
MUSE-221	Piano Major	4	MUSE-222	Piano Major	4
MUSE-231	Piano Major	4	MUSE-232	Piano Major	4
MUSE-241	Piano Major	4	MUSE-242	Piano Major	4
MUSE-153	Vocal Accompanying	2	MUSE-154	Vocal Accompanying	2
MUSE-157	Piano Pedagogy	2	MUSE-158	Piano Pedagogy	2
MUSE-171	Piano Literature	2	MUSE-172	Piano Literature	2

**Total Major Area ----- 44 Credits**

**Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony I	3	MUSB-022	Elem. Harmony II	3
MUSB-041	Adv. Harmony I	3	MUSB-042	Adv. Harmony II	3
MUSB-116	Keyboard Harmony	2	****_***	Student Recital	0
MUSB-043	Counterpoint	3	MUSB-124	Form & Analysis	3
MUSC-005	Music Lit. to 1600	3	MUSC-006	M. Lit. Bar/Classic	3
MUSC-007	M. Lit 19 <sup>th</sup> /20 <sup>th</sup> C.	3	MUSC-008	Afro/Afro-Am M. Lit	3
MUSZ-121	Piano Trio	1	MUSZ-122	Piano Trio	1
MUSZ-221	Piano Trio	1	MUSZ-222	Piano Trio	1
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1

**Total Supportive Courses in Music ----- 48 Credits**

**Bachelor of Music in Performance - Voice  
Major Area**

**Major Area**

MUSC-211	Voice Major	3	MUSG-212	Voice Major	3
MUSG-221	Voice Major	3	MUSC-222	Voice Major	3
MUSG-231	Voice Major	3	MUSG-232	Voice Major	3
MUSG-241	Voice Major	3	MUSC-242	Voice Major	3
MUSG-442	Vocal Interpretation	2	MUSG-443	Vocal Interpretation	2
MUSG-156	Italian Diction	2	MUSG-255	Vocal Pedagogy	3
MUSG-157	Solo Vocal Lit.	3	MUTL-011-042	Choir	8

**Total Major Area----- 44 credits**

**Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Train. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Train. II	2
MUSB-016	Keyboard Harmony	2	MUSB-021	Elem. Harmony I	3
MUSB-022	Elem. Harmony II	3	MUSB-041	Adv. Harmony II	3
MUSB-042	Adv. Harmony I	3	MUSC-043	Counterpoint	3
MUSC-005	Mus. Lit. to 1600	3	MUSC-006	Mus. Lit. Bar./Classic.	3
MUSC-007	Mus. Lit. 20 <sup>th</sup> Cent.	3	MUSC-008	Mus. Lit. Afro. Amer.	3
MUSE-011	Functional Piano	1	MUSE-012	Functional Piano	1
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSB-124	Form & Analysis	3	MUTO-001-042	Student Recital (8 semesters)	0

**Total Supportive Courses in Music----- 42 credits**

## BACHELOR OF MUSIC IN COMPOSITION

### Coordinator:

Dr. Anthony Randolph- 202-806-7086- tonyrandolph@erols.com

The Composition program develops skills required of a music composer, including courses in orchestration and theoretical studies.

Composition majors are accepted by audition as instrumental, piano or voice minors. Upon completion of sophomore requirements with a 3.0 grade point average in all theory courses through MUSB 042 and upon theory faculty approval, the student will be admitted to the upper division of the program. A public Senior Recital of original compositions is required of all Composition majors.

### Bachelor of Music in Composition - Instrument Minor

#### Major Area

MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-103	Orchestration I	3
MUSB-016	Keyboard Harmony	2	MUSB-124	Form & Analysis	3
MUSB-125	Advanced Analysis	3	MUSI-076	Electronic Music I	3
MUSB-151	Composition I	3	MUSB-152	Composition II	3
MUSB-153	Composition III	3	MUSB-154	Composition IV	3

**Total Major Area ----- 35 Credits**

#### Supportive Courses in Music

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-***	Music Education (Inst Family)	1	MUSD-***	Music Education (Inst Family)	1
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSE-121	Piano	2	MUSE-122	Piano	2
MUS*-111	Applied Minor	2	MUS*-112	Applied Minor	2
MUS*-121	Applied Minor	2	MUS*-122	Applied Minor	2
MUS*-131	Applied Minor	2	MUS*-132	Applied Minor	2
MUS*-141	Applied Minor	2	MUS*-142	Applied Minor	2
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
MUTO-011-042	Recital (8 Semesters)	0	MUxx - ***	Choral or Inst. Conducting	3

**Total Supportive Courses in Music ----- 59 Credits**

**Bachelor of Music in Composition - Piano Minor**

**Major Area**

MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-103	Orchestration I	3
MUSB-016	Keyboard Harmony	2	MUSB-124	Form & Analysis	3
MUSB-125	Advanced Analysis	3	MUSI-076	Electronic Music I	3
MUSB-151	Composition I	3	MUSB-152	Composition II	3
MUSB-153	Composition III	3	MUSB-154	Composition IV	3

**Total Major Area ----- 35 Credits**

**Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-***	Music Education (Inst Family) 1		MUSD-***	Music Education (Inst Family) 1	
MUSD-***	Music Education (Inst Family)1		MUSD-***	Music Education (Inst Family)1	
MUSD-***	Music Education (Inst Family)1		MUxx - ***	Choral or Inst. Conducting	3
MUSE 111	Piano Minor I	2	MUSE 112	Piano Minor II	2
MUSE 121	Piano Minor III	2	MUSE 122	Piano Minor IV	2
MUSE 131	Piano Minor V	2	MUSE 132	Piano Minor VI	2
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
MUTO-011-042	Recital (8 Semesters)	0			

**Total Supportive Courses in Music ----- 56 Credits**

## Bachelor of Music in Composition - Voice Minor

### Major Area

MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-103	Orchestration I	3
MUSB-016	Keyboard Harmony	2	MUSB-124	Form & Analysis	3
MUSB-125	Advanced Analysis	3	MUSI-076	Electronic Music I	3
MUSB-151	Composition I	3	MUSB-152	Composition II	3
MUSB-153	Composition III	3	MUSB-154	Composition IV	3

**Total Major Area ----- 35 Credits**

### Supportive Courses in Music

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-***	Music Education (Inst Family)	1	MUSD-***	Music Education (Inst Family)	1
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSE-121	Piano Minor	2	MUxx - ***	Choral or Inst. Conducting	3
MUSG-111	Voice Minor I	2	MUSG-112	Voice Minor II	2
MUSG-121	Voice Minor III	2	MUSG-122	Voice Minor IV	2
MUSG-131	Voice Minor V	2	MUSG-132	Voice Minor VI	2
MUSG-141	Voice Minor VII	2	MUSG-142	Voice Minor VIII	2
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
***_***	Ensemble	1	***_***	Ensemble	1
MUSG-155	Pedagogy/Diction	3	MUTO-011-042	Recital (8 Semesters)	0

**Total Supportive Courses in Music ----- 60 Credits**

## BACHELOR OF MUSIC HISTORY

### Coordinator:

Dr. J. Weldon Norris - 202-806-7088 - jnorris@Howard.edu

The Music History program develops overall music scholarship and hones research skills.

Students will not be permitted to select Music History as a major until they have completed MUSC 005 and 006 with grades of "B" or better and a 3.0 grade point average in the major subject must then be maintained. All Music History majors are required to pass the Piano Proficiency examination (including open score reading) prior to their 7<sup>th</sup> semester. While a graduating recital is not required, all Music History majors must write a senior thesis and successfully complete an oral examination (including thesis defense) before a selected committee. The final draft of the thesis must be submitted by the graduating recital deadline for that semester (April 1st for Spring and November 1st for Fall) and the oral examination must be completed prior to the last day of classes. At least two major projects must relate to an aspect of the black heritage in music.

### **Bachelor of Music in Music History - Instrument Minor**

#### Major Area

MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSC-103	The Symphony	3	MUSC-104	Chamber Music	3
MUSC-105	Choral Music	3	MUSC-106	Dramatic Music	3
MUSC-155	Style Criteria	3	MUSC-156	Twentieth Century Music	3
MUSC-***	Chant to Opera	3			

**Total Major Area ----- 33 Credits**

#### Supportive Courses in Music

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-124	Form & Analysis	3
MUSB-016	Keyboard Harmony	2	MUTO***	Student Recital (8 semesters)	0
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUS*-111	Instrument Minor	2	MUS*-112	Instrument Minor	2
MUS*-121	Instrument Minor	2	MUS*-122	Instrument Minor	2
MUS*-131	Instrument Minor	2	MUS*-132	Instrument Minor	2
MUS*-141	Instrument Minor	2	MUS*-142	Instrument Minor	2
***-***	Ensemble (8 semesters)	8			

**Total Supportive Courses in Music ----- 54 Credits**

## **Bachelor of Music in Music History - Piano Minor**

### **Major Area**

MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSC-103	The Symphony	3	MUSC-104	Chamber Music	3
MUSC-105	Choral Music	3	MUSC-106	Dramatic Music	3
MUSC-155	Style Criteria	3	MUSC-156	Twentieth Century Music	3
MUSC-***	Chant to Opera	3			

**Total Major Area ----- 33 Credits**

### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-124	Form & Analysis	3
MUSB-116	Keyboard Harmony	2	MUTO***	Student Recital (8 semesters)	0
MUS*-111	Piano Minor	2	MUS*-112	Piano Minor	2
MUS*-121	Piano Minor	2	MUS*-122	Piano Minor	2
MUS*-131	Piano Minor	2	MUS*-132	Piano Minor	2
MUS*-141	Piano Minor	2	MUS*-142	Piano Minor	2
***-***	Ensemble (8 semesters)	1			

**Total Supportive Courses in Music ----- 52 Credits**

## **Bachelor of Music in Music History - Voice Minor**

### **Major Area**

MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSC-103	The Symphony	3	MUSC-104	Chamber Music	3
MUSC-105	Choral Music	3	MUSC-106	Dramatic Music	3
MUSC-155	Style Criteria	3	MUSC-156	Twentieth Century Music	3
MUSC-***	Chant to Opera	3			

**Total Major Area ----- 33 Credits**

### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-124	Form & Analysis	3
MUSB-016	Keyboard Harmony	2	MUTO ***	Student Recital (8 semesters)	0
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSG-111	Voice Minor	2	MUSG-112	Voice Minor	2
MUSG-121	Voice Minor	2	MUSG-122	Voice Minor	2
MUSG-131	Voice Minor	2	MUSG-132	Voice Minor	2
MUSG-141	Voice Minor	2	MUSG-142	Voice Minor	2
***_***	Ensemble (8 semesters)	1			

**Total Supportive Courses in Music ----- 54 Credits**

## **BACHELOR OF MUSIC THERAPY**

### Coordinator:

Ms. Donna Washington - 202-806-7136 - drw822@netscape.com

The Music Therapy program provides the training to pass the Music Therapy Board Certification Examination.

Music Therapy majors are accepted by audition as instrumental, piano or voice minors. After successful completion of all HU academic requirements (including the Piano Proficiency examination prior to their 7<sup>th</sup> semester), students must complete a Music Therapy Clinical Internship at an AMTA approved site. Approval from the program coordinator is required to begin the Internship, after which the student will be qualified to sit for the Music Therapy Board Certification Examination.

Students who already possess an undergraduate degree in music may complete the 8 Major courses in the Music Therapy program to then receive the Bachelor of Music Therapy Degree, also referred to as “Equivalency” in Music Therapy. Candidates for the Equivalency in Music Therapy will have customized programs, developed from their transcripts that will satisfy the criteria for the Bachelor of Music in Music Therapy. An audition, baccalaureate degree, and consultation with the program coordinator are required for acceptance into this program.

A Senior Recital must be performed under the guidance of the student's performance instructor. Both the Senior Recital and successful completion of an internship are required for graduation.

## **Bachelor of Music in Music Therapy - Instrument Minor**

### **Major Area**

ANTH-110	Cult. Anthropology	3	MUSJ-101	Music Therapy I	3
MUSJ-102	Music Therapy II	3	MUSJ-105	Clinical Orientation	2
MUSJ-107	Guitar Tech/MT	2	MUSJ-110	Methods/Tech MT	2
MUSJ-115	Influ. Music/Behavior	3	MUSJ-120	Psychology of Music	3
MUSJ-121	Senior Practicum	2	MUSJ-135	MT Internship	1
PSYC-050	Intro to Psychology	3	PSYC-116	Abnormal Psychology	3
SOCI-001	Intro to Sociology	3	SOCI-020	Intro Soc. Psychology	3

**Total Major Area ----- 36 Credits**

### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-103	Orchestration	3	MUSB-016	Keyboard Harmony	2
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-019	Percussion Instruments	1	MUSD-058	Conducting	3
MUSE-011	Functional Piano	1	MUSE-012	Functional Piano	1
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUS*-111	Applied Minor	2	MUS*-112	Applied Minor	2
MUS*-121	Applied Minor	2	MUS*-122	Applied Minor	2
MUS*-131	Applied Minor	2	MUS*-132	Applied Minor	2
***-*** Ensemble (6 Semesters)		6	MUSG-011	Voice Class	2
MUSO-100	Guitar	1	MUTO-011-042	Recital (8 Semesters)	0

**Total Supportive Courses in Music ----- 66 Credits**

## **Bachelor of Music in Music Therapy - Piano Minor**

### **Major Area**

ANTH-110	Cult. Anthropology	3	MUSJ-101	Music Therapy I	3
MUSJ-102	Music Therapy II	3	MUSJ-105	Clinical Orientation	2
MUSJ-107	Guitar Tech/MT	2	MUSJ-110	Methods/Tech MT	2
MUSJ-115	Influ. Music/Behavior	3	MUSJ-120	Psychology of Music	3
MUSJ-121	Senior Practicum	2	MUSJ-135	MT Internship	1
PSYC-050	Intro to Psychology	3	PSYC-116	Abnormal Psychology	3
SOCI-001	Intro to Sociology	3	SOCI-020	Intro Soc. Psychology	3

**Total Major Area ----- 36 Credits**

### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-103	Orchestration	3	MUSB-116	Keyboard Harmony	2
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-019	Percussion Instruments	1	MUSD-058	Conducting	3
MUSE-111	Piano Minor	2	MUSE-112	Piano Minor	2
MUSE-121	Piano Minor	2	MUSE-122	Piano Minor	2
MUSE-131	Piano Minor	2	MUSE-132	Piano Minor	2
***-***	Ensemble (6 Semesters)	6	MUSG-011	Voice Class	2
MUSO-100	Guitar	1	MUTO-011-042	Recital (8 Semesters)	0

**Total Supportive Courses in Music ----- 62 Credits**

## **Bachelor of Music in Music Therapy - Voice Minor**

### **Major Area**

ANTH-110	Cult. Anthropology	3	MUSJ-101	Music Therapy I	3
MUSJ-102	Music Therapy II	3	MUSJ-105	Clinical Orientation	2
MUSJ-107	Guitar Tech/MT	2	MUSJ-110	Methods/Tech MT	2
MUSJ-115	Influ. Music/Behavior	3	MUSJ-120	Psychology of Music	3
MUSJ-121	Senior Practicum	2	MUSJ-135	MT Internship	1
PSYC-050	Intro to Psychology	3	PSYC-116	Abnormal Psychology	3
SOCI-001	Intro to Sociology	3	SOCI-020	Intro Soc. Psychology	3

**Total Major Area ----- 36 Credits**

### **Supportive Courses in Music**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-103	Orchestration	3	MUSB-016	Keyboard Harmony	2
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-019	Percussion Instruments	1	MUSD-058	Conducting	3
MUSE-011	Functional Piano	1	MUSE-012	Functional Piano	1
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSG-111	Voice Minor	2	MUSG-112	Voice Minor	2
MUSG-121	Voice Minor	2	MUSG-122	Voice Minor	2
MUSG-131	Voice Minor	2	MUSG-132	Voice Minor	2
MUSO-100	Guitar 1		MUTO-011-042	Recital (8 Semesters)	0
***_***	Ensemble (6 Semesters)	6			

**Total Supportive Courses in Music ----- 64 Credits**

## **BACHELOR OF MUSIC IN JAZZ STUDIES**

### Coordinators:

#### Jazz Studies Voice

Ms. Connaitre Miller- 202-806-7097- millerconnaitre@hotmail.com

#### Jazz Studies Instrumental

Mr. Charlie Young, III- 202-806-7872- cyoung@Howard.edu

#### Jazz Studies Technology

Mr. Chris Royal - 202-806-7097 - groyal@howard.edu

The Jazz Studies program develops skills in jazz performance, composition, arranging, and history; and offers an optional emphasis in Music Technology.

Students wishing to be admitted to freshman classification as majors in jazz studies must demonstrate:

A thorough knowledge of the basic technique of the chosen instrument; basic improvisation skills as they relate to standard jazz literature.

A Senior recital is required.

The Technology emphasis requires an additional senior portfolio of audio and notation projects, in consultation with the Technology Coordinator.

**Bachelor of Music in Jazz Studies – Instrumental Minor****Major Area**

MUSx 111	Principal Instrument I	2	MUSx 112	Principal Instrument II	2
MUSx 121	Principal Instrument III	2	MUSx 122	Principal Instrument IV	2
MUSx 131	Principal Instrument V	2	MUSx 132	Principal Instrument VI	2
MUSx 141	Principal Instrument VII	2	MUSx 142	Principal Instrument VIII	2
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 041	Improvisation 7	2	MUSH 042	Improvisation 8	2
MUSH 111	Jazz Arranging I	3	MUSH 112	Jazz Arranging II	3
MUSI 010	Jazz History	3	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1			

**Total Major Area****49 Credits****Supportive Courses in Music**

MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSC 006	Mus. Lit.-Bar./Classic	3	MUSC 007	Mus. Lit.19th/20th Cen.	3
MUSI 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSH 016	Jazz Keyboard Har.	2	MUSD 058	Conducting	3
MUSC 008	Afr./Afr.Am. M. His.	3	MUSI 032	Entertainment Law	3

**Total Supportive Courses in Music****43 Credits**

**Bachelor of Music in Jazz Studies – Piano Minor**  
**Major Area**

MUSI 111	Jazz Piano I	2	MUSI 112	Jazz Piano II	2
MUSI 121	Jazz Piano III	2	MUSI 122	Jazz Piano IV	2
MUSI 131	Jazz Piano V	2	MUSI 132	Jazz Piano VI	2
MUSI 141	Jazz Piano VII	2	MUSI 142	Jazz Piano VIII	2
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 111	Jazz Arranging I	3	MUSH 112	Jazz Arranging II	3
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUSI 010	Jazz History	3
MUxx xxx	Jazz Ensemble	1			

**Total Major Area**

**49 Credits**

**Supportive Courses in Music**

MUSE 111	Piano Minor I	2	MUSE 112	Piano Minor II	2
MUSE 121	Piano Minor III	2	MUSE 122	Piano Minor IV	2
MUSE 131	Piano Minor V	2	MUSE 132	Piano Minor VI	2
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSI 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSI 032	Entertainment Law	3	MUSC 008	Afr./Afr.Am. M. His.	3
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20 <sup>th</sup>	3
MUSD 058	Conducting	3			

**Total Supportive Courses in Music**

**43 Credits**

**Bachelor of Music in Jazz Studies – Voice Minor**

**Major Area**

MUSx 111	Voice for Jazz Studies	2	MUSx 112	Voice for Jazz Studies	2
MUSx 121	Voice for Jazz Studies	2	MUSx 122	Voice for Jazz Studies	2
MUSx 131	Voice for Jazz Studies	2	MUSx 132	Voice for Jazz Studies	2
MUSx 141	Voice for Jazz Studies	2	MUSx 142	Voice for Jazz Studies	2
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 041	Improvisation 7	2	MUSH 042	Improvisation 8	2
MUSH 111	Vocal Arranging I	3	MUSH 112	Vocal Arranging II	3
MUSI 010	Jazz History	3	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1

**Total Major Area**

**49 Credits**

**Supportive Courses in Music**

MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSC 006	Mus. Lit.-Bar./Classic	3	MUSC 007	Mus. Lit.19th/20th Cen.	3
MUSI 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSH 016	Jazz Keyboard Har.	2	MUSD 058	Choral Conducting	3
MUSC 008	Afr./Afr.Am. M. His.	3	MUSI 032	Entertainment Law	3

**Total Supportive Courses in Music**

**43 Credits**

**Bachelor of Music in Jazz Studies – Instrumental Minor- Technology Emphasis**

**Major Area**

MUSx 111	Principal Instrument I	2	MUSx 112	Principal Instrument II	2
MUSx 121	Principal Instrument III	2	MUSx 122	Principal Instrument IV	2
MUSx 131	Principal Instrument V	2	MUSx 132	Principal Instrument VI	2
MUSx 141	Principal Instrument VII	2	MUSx 142	Principal Instrument VIII	2
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 041	Improvisation 7	2	MUSH 042	Improvisation 8	2
MUSH 111	Jazz Arranging I	3	MUSH 112	Jazz Arranging II	3
MUSI 010	Jazz History	3	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1			

**Total Major Area**

**49 Credits**

**Supportive Courses in Music**

MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSC 006	Mus. Lit.-Bar./Classic	3	MUSC 007	Mus. Lit.19th/20th Cen.	3
MUSI 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSH 016	Jazz Keyboard Har.	2	MUSD 058	Conducting	3
MUSC 008	Afr./Afr.Am. M. His.	3	MUSI 032	Entertainment Law	3

**Total Supportive Courses in Music**

**43 Credits**

**Technology Emphasis**

RTVF-111	Intro to Mass Communications	3			
RTVF- 231	Intro to Media Production	3			
**** 101	Music Tech. Indep. Study	3	(register as Jazz Studies Independent Study)		
RTVF 433	Audio Practicum	1			

**Bachelor of Music in Jazz Studies – Piano Minor - - Technology Emphasis****Major Area**

MUSI 111	Jazz Piano I	2	MUSI 112	Jazz Piano II	2
MUSI 121	Jazz Piano III	2	MUSI 122	Jazz Piano IV	2
MUSI 131	Jazz Piano V	2	MUSI 132	Jazz Piano VI	2
MUSI 141	Jazz Piano VII	2	MUSI 142	Jazz Piano VIII	2
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 111	Jazz Arranging I	3	MUSH 112	Jazz Arranging II	3
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUSI 010	Jazz History	3
MUxx xxx	Jazz Ensemble	1			

**Total Major Area****49 Credits****Supportive Courses in Music**

MUSE 111	Piano Minor I	2	MUSE 112	Piano Minor II	2
MUSE 121	Piano Minor III	2	MUSE 122	Piano Minor IV	2
MUSE 131	Piano Minor V	2	MUSE 132	Piano Minor VI	2
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSE 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSI 032	Entertainment Law	3	MUSC 008	Afr./Afr.Am. M. His.	3
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20 <sup>th</sup>	3
MUSD 058	Conducting	3			

**Total Supportive Courses in Music****43 Credits****Technology Emphasis**

RTVF-111	Intro to Mass Communications	3			
RTVF- 231	Intro to Media Production	3			
**** 101	Music Tech. Indep. Study	3 (register as Jazz Studies Independent Study)			
RTVF 433	Audio Practicum	1			

**Bachelor of Music in Jazz Studies – Voice Minor****Major Area**

MUSx 111	Voice for Jazz Studies	2	MUSx 112	Voice for Jazz Studies	2
MUSx 121	Voice for Jazz Studies	2	MUSx 122	Voice for Jazz Studies	2
MUSx 131	Voice for Jazz Studies	2	MUSx 132	Voice for Jazz Studies	2
MUSx 141	Voice for Jazz Studies	2	MUSx 142	Voice for Jazz Studies	2
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 031	Improvisation 5	2	MUSH 032	Improvisation 6	2
MUSH 041	Improvisation 7	2	MUSH 042	Improvisation 8	2
MUSH 111	Vocal Arranging I	3	MUSH 112	Vocal Arranging II	3
MUSI 010	Jazz History	3	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1

**Total Major Area****49 Credits****Supportive Courses in Music**

MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSC 006	Mus. Lit.-Bar./Classic	3	MUSC 007	Mus. Lit.19th/20th Cen.	3
MUSI 076	Electronic Music I	3	MUSI 077	Electronic Music II	3
MUSH 016	Jazz Keyboard Har.	2	MUSD 058	Choral Conducting	3
MUSC 008	Afr./Afr.Am. M. His.	3	MUSI 032	Entertainment Law	3

**Total Supportive Courses in Music****43 Credits****Technology Emphasis**

RTVF-111	Intro to Mass Communications	3
RTVF- 231	Intro to Media Production	3
**** 101	Music Tech. Indep. Study	3 (register as Jazz Studies Independent Study)
RTVF 433	Audio Practicum	1

## BACHELOR OF MUSIC WITH ELECTIVES IN BUSINESS

### Coordinator:

Ms. Valerie “Kehembe” Eichelberger - 202-806-7095 - kveichelbe@aol.com

The Music with Electives in Business program is a Music Major program in either Performance or Jazz Studies, while taking additional courses in Business Administration. The business courses include subjects such as economics, accounting, principles of marketing, and statistics. The program requires an administrative internship in the arts community during the senior year. Auditions are for acceptance into the Performance or Jazz Studies major areas.

### **Bachelor of Music with Elective Studies in Business – Instrumental Minor**

#### Music

MUSx 111	Principal Instrument I	2	MUSx 112	Principal Instrument II	2
MUSx 121	Principal Instrument III	2	MUSx 122	Principal Instrument IV	2
MUSx 131	Principal Instrument V	2	MUSx 132	Principal Instrument VI	2
MUSx 141	Principal Instrument VII	2	MUSx 142	Principal Instrument VIII	2
MUSx 011	Ensemble	1	MUS 012	Ensemble	1
MUxx 021	Ensemble	1	MUxx 022	Ensemble	1
MUxx 031	Ensemble	1	MUxx 032	Ensemble	1
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSB 011	Adv. Ear Tr. I	2	MUSB 012	Adv. Ear Tr. II	2
MUSB 041	Adv. Harmony I	3	MUSB 042	Adv. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20th.	3
MUSI 010	Jazz History	3	MUSC 008	Afr./Afr. Am. His.	3
MUSI 076	Electronic Music I	3	MUSB 016	Keyboard Harmony	2
MUSD 051	Conducting	3			

#### **Total Major Area**

**66 Credits**

#### Outside Field

ACCT 201	Accounting Prin. I	3	MKTG 301	Prin. of Marketing	3
MGMT 301	Management & Org.	3	INFO 204	Man. Info. Systems	3
MUSI 032	Entertainment Law	3	FINA 311	Finance Principles	3
MUTP 209	Mus. Bus Internship	4	HUCO 101	Principles of Speech	3

#### **Total Outside Field**

**25 Credits**

**Bachelor of Music with Elective Studies in Business – Piano Minor**  
**Music**

MUSx	111	Piano Minor I	2	MUSx	112	Piano Minor II	2
MUSx	121	Piano Minor III	2	MUSx	122	Piano Minor IV	2
MUSx	131	Piano Minor V	2	MUSx	132	Piano Minor VI	2
MUSx	141	Piano Minor VII	2	MUSx	142	Piano Minor VIII	2
MUSx	011	Ensemble	1	MUS	012	Ensemble	1
MUxx	021	Ensemble	1	MUxx	022	Ensemble	1
MUxx	031	Ensemble	1	MUxx	032	Ensemble	1
MUxx	041	Ensemble	1	MUSD	051	Conducting	3
MUSB	003	Elem. Ear Tr. I	2	MUSB	004	Elem. Ear Tr. II	2
MUSB	021	Elem. Harmony I	3	MUSB	022	Elem. Harmony II	3
MUSB	011	Adv. Ear Tr. I	2	MUSB	012	Adv. Ear Tr. II	2
MUSB	041	Adv. Harmony I	3	MUSB	042	Adv. Harmony II	3
MUSC	006	Mus. Lit.-Bar./Cla.	3	MUSC	007	Mus. Lit.19th/20th.	3
MUSC	008	Afr./Afr.Am. His.	3	MUSI	010	Jazz History	3
MUSI	076	Electronic Music I	3	MUSB	016	Keyboard. Harmony I	2

**Total Major Area**

**66 Credits**

**Outside Field**

ACCT	201	Accounting Prin. I	3	MKTG	301	Prin. of Marketing	3
MGMT	301	Management & Org.	3	INFO	204	Man. Info. Systems	3
MUSI	032	Entertainment Law	3	FINA	311	Finance Principles	3
MUTP	209	Mus. Bus Internship	4	HUCO	101	Principles of Speech	3

**Total Outside Field**

**25 Credits**

**Bachelor of Music with Elective Studies in Business – Piano Minor****Music**

MUSx 111	Voice Minor	2	MUSx 112	Voice Minor	2
MUSx 121	Voice Minor	2	MUSx 122	Voice Minor	2
MUSx 131	Voice Minor	2	MUSx 132	Voice Minor	2
MUSx 141	Voice Minor	2	MUSx 142	Voice Minor	2
MUSx 011	Ensemble	1	MUS 012	Ensemble	1
MUxx 021	Ensemble	1	MUxx 022	Ensemble	1
MUxx 031	Ensemble	1	MUxx 032	Ensemble	1
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSB 011	Adv. Ear Tr. I	2	MUSB 012	Adv. Ear Tr. II	2
MUSB 041	Adv. Harmony I	3	MUSB 042	Adv. Harmony II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20th.	3
MUSI 010	Jazz History	3	MUSC 008	Afr./Afr. Am. His.	3
MUSI 076	Electronic Music I	3	MUSB 016	Keyboard Harmony	2
MUSD 051	Choral Conducting	3			

**Total Major Area****66 Credits****Outside Field**

ACCT 201	Accounting Prin. I	3	MKTG 301	Prin. of Marketing	3
MGMT 301	Management & Org.	3	INFO 204	Man. Info. Systems	3
MUSI 032	Entertainment Law	3	FINA 311	Finance Principles	3
MUTP 209	Mus. Bus Internship	4	HUCO 101	Principles of Speech	3

**Total Outside Field****25 Credits**

**Bachelor of Music with Elective Studies in Business – Jazz – Instrumental Minor**

**Music**

MUSx 111	Principal Instrument I	2	MUSx 112	Principal Instrument II	2
MUSx 121	Principal Instrument III	2	MUSx 122	Principal Instrument IV	2
MUSx 131	Principal Instrument V	2	MUSx 132	Principal Instrument VI	2
MUSx 141	Principal Instrument VII	2	MUSx 142	Principal Instrument VIII	2
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUxx xxx	Jazz Ensemble	1	MUxx xxx	Jazz Ensemble	1
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20th.	3
MUSC 008	Afr./Afr. Am. His.	3	MUSI 010	Jazz History	3
MUSI 076	Electronic Music I	3	MUSH 111	Jazz Arranging 1	3
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 016	Jazz Keyboard Har.	2	MUSD 051	Conducting	3

**Total Major Area**

**71 Credits**

**Outside Field**

ACCT 201	Accounting Prin. I	3	MKTG 301	Prin. of Marketing	3
MGMT 301	Management & Org.	3	INFO 204	Man. Info. Systems	3
MUSI 032	Entertainment Law	3	FINA 311	Finance Principles	3
MUTP 209	Mus. Bus Internship	4	HUCO 101	Principles of Speech	3

**Total Outside Field**

**25 Credits**

**Bachelor of Music with Elective Studies in Business – Jazz – Piano Minor**

**Music**

MUSx	111	Jazz Piano I	2	MUSx	112	Jazz Piano II	2
MUSx	121	Piano Minor III	2	MUSx	122	Piano Minor IV	2
MUSx	131	Jazz Piano V	2	MUSx	132	Jazz Piano VI	2
MUSx	141	Jazz Piano VII	2	MUSx	142	Jazz Piano VIII	2
MUxx	xxx	Jazz Ensemble	1	MUxx	xxx	Jazz Ensemble	1
MUxx	xxx	Jazz Ensemble	1	MUxx	xxx	Jazz Ensemble	1
MUSB	021	Elem. Harmony I	3	MUSB	022	Elem. Harmony II	3
MUSB	003	Elem. Ear Tr. I	2	MUSB	004	Elem. Ear Tr. II	2
MUSI	101	Jazz Theory I	3	MUSI	102	Jazz Theory II	3
MUSC	006	Mus. Lit.-Bar./Cla.	3	MUSC	007	Mus. Lit.19th/20th.	3
MUSC	008	Afr./Afr. Am. His.	3	MUSI	010	Jazz History	3
MUSI	076	Electronic Music I	3	MUSH	111	Jazz Arranging 1	3
MUSH	011	Improvisation 1	2	MUSH	012	Improvisation 2	2
MUSH	021	Improvisation 3	2	MUSH	022	Improvisation 4	2
MUSD	051	Conducting	3				

**Total Major Area**

**65 Credits**

**Outside Field**

ACCT	201	Accounting Prin. I	3	MKTG	301	Prin. of Marketing	3
MGMT	301	Management & Org.	3	INFO	204	Man. Info. Systems	3
MUSI	032	Entertainment Law	3	FINA	311	Finance Principles	3
MUTP	209	Mus. Bus Internship	4	HUCO	101	Principles of Speech	3

**Total Outside Field**

**25 Credits**

**Bachelor of Music with Elective Studies in Business – Jazz – Voice Minor**

**Music**

MUSx 111	Voice for Jazz Studies I	2	MUSx 112	Voice for Jazz Studies II	2
MUSx 121	Voice for Jazz Studies III	2	MUSx 122	Voice for Jazz Studies IV	2
MUSx 131	Voice for Jazz Studies V	2	MUSx 132	Voice for Jazz Studies VI	2
MUSx 141	Voice for Jazz Studies VII	2	MUSx 142	Voice for Jazz Studies VIII	2
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUxx xxx	Jazz Vocal Workshop	1	MUxx xxx	Jazz Vocal Workshop	1
MUSB 021	Elem. Harmony I	3	MUSB 022	Elem. Harmony II	3
MUSB 003	Elem. Ear Tr. I	2	MUSB 004	Elem. Ear Tr. II	2
MUSI 101	Jazz Theory I	3	MUSI 102	Jazz Theory II	3
MUSE 011	Functional Piano I	1	MUSE 012	Functional Piano II	1
MUSE 021	Functional Piano III	1	MUSE 022	Functional Piano IV	1
MUSC 006	Mus. Lit.-Bar./Cla.	3	MUSC 007	Mus. Lit.19th/20th.	3
MUSC 008	Afr./Afr. Am. His.	3	MUSI 010	Jazz History	3
MUSI 076	Electronic Music I	3	MUSH 111	Vocal Arranging 1	3
MUSH 011	Improvisation 1	2	MUSH 012	Improvisation 2	2
MUSH 021	Improvisation 3	2	MUSH 022	Improvisation 4	2
MUSH 016	Jazz Keyboard Har.	2	MUSD 051	Choral Conducting	3

**Total Major Area**

**71 Credits**

**Outside Field**

ACCT 201	Accounting Prin. I	3	MKTG 301	Prin. of Marketing	3
MGMT 301	Management & Org.	3	INFO 204	Man. Info. Systems	3
MUSI 032	Entertainment Law	3	FINA 311	Finance Principles	3
MUTP 209	Mus. Bus Internship	4	HUCO 101	Principles of Speech	3

**Total Outside Field**

**25 Credits**

## **BACHELOR OF MUSIC EDUCATION**

Coordinator:

Mr. Mark Mauldin - 202-806-7099 - mmauldin@howard.edu

The Bachelor of Music Education program provides the training to become a certified teacher of either vocal or instrumental music, grades K through 12 in the District of Columbia. This teaching certificate is reciprocal to more than 30 other states in the United States.

The Instrumental Emphasis prepares students for work as Band Directors while the Vocal Emphasis program prepares students as Choral Directors.

Student Teaching is required in the final semester, and only after all major work has been completed. The following pre-requisites must be completed prior to student teaching:

- Students must pass Praxis I examination
  
- Students who are not piano minors must pass the Piano Proficiency examination prior to their 7th semester, and in order to achieve Senior classification.
  
- An average of "B" must be achieved in all Music Education and Education courses.

**Bachelor of Music Education- Instrumental Music  
Musicianship and Performance**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-016	Keyboard Harmony	2			
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-103	Orchestration I	3	MUSB-124	Form & Analysis	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-006	Guitar Class	1	MUSD-013	Woodwinds I	1
MUSD-014	Woodwinds II	1	MUSD-015	Strings I	1
MUSD-016	Strings II	1	MUSD-017	Brasswinds	2
MUSD-019	Percussion	1	MUSD-051	El. Choral Conducting	3
MUSD-054	Mus. Sec. School	3	MUSD-057	Teaching & Sup. Instr. Music	3
MUSD-058	Instrumental Conducting	3			
MUSD-120	Contemporary Trends	0	MUSD-121	Contemporary Trends	0
MUSE-021	Functional Piano I	1	MUSE-022	Functional Piano II	1
MUS*-111	Performance Minor I	2	MUS*-112	Performance Minor	2
MUS*-121	Performance Minor	2	MUS*-122	Performance Minor	2
MUS*-131	Performance Minor	2	MUS*-132	Performance Minor	2
MUS*-141	Performance Minor	2	MUS*-142	Performance Minor	2
MUTC-011	Marching Band	1	MUTC-012	Marching Band	1
MUTH-111	Concert Band	1	MUTH-112	Concert Band	1
MUTH-121	Concert Band	1	MUTH-122	Concert Band	1
MU** - 111	Small Ensemble	1	MUTO-011-042	Recital (8 Semesters)	0

**Total Musicianship and Performance Area ----- 85 Credits**

**Professional Education**

SEED-001	Intro to Sec. Education	3	SEED-005	Child & Adol. Psychology	3
SEED-039	Soc. Found. Of Urban Ed.	3	SEED-135	Student Teaching & Mgmt.	9
SEED-150	Survey Exc. Child	3	SEED-160	Improve Read.	3

**Total Professional Education Area ----- 24 Credits**

## Bachelor of Music Education - Organ Minor

Course numbers, titles and credits for each category:

### Musicianship and Performance

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-116	Keyboard Harmony	2	MUSB-124	Form & Analysis	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-005	Instrumental Survey	3	MUSD-006	Guitar Class	1
MUSD-051	El. Choral Conducting	3	MUSD-052	Adv. Choral Conducting	3
MUSD-053	Music in Elem School	3	MUSD-054	Mus. Sec. School 3	
MUSD-120	Contemporary Trends	0	MUSD-121	Contemporary Trends	0
MUSE-111	Piano Minor I	2	MUSE-112	Piano Minor II	2
MUSF-111	Organ Minor	2	MUSF-112	Organ Minor	2
MUSF-121	Organ Minor	2	MUSF-122	Organ Minor	2
MUSF-131	Organ Minor	2	MUSF-132	Organ Minor	2
MUSF-141	Organ Minor	2	MUSF-142	Organ Minor	2
MUSF-153	Service Playing	2			
MUSG-011	Voice Class	2	MUSG-011	Voice Class	2
MUTL-011~031	Univ. Choir (6 semesters)	6	MUTO-011-042	Recital (8 Semesters)	0
MUT*-111	Ensemble Elective	1			

**Total Musicianship and Performance Area ----- 86 Credits**

### Professional Education

SEED-001	Intro to Sec. Education	3	SEED-005	Child & Adol. Psychology	3
SEED-039	Soc. Found. Of Urban Ed.	3	SEED-135	Student Teaching & Mgmt.	9
SEED-150	Survey Exc. Child	3	SEED-160	Improve Read.	3

**Total Professional Education Area ----- 24 Credits**

## Bachelor of Music Education - Piano Minor

Course numbers, titles and credits for each category:

### Musicianship and Performance

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-116	Keyboard Harmony	2
MUSB-124	Form & Analysis	3			
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-005	Instrumental Survey	3	MUSD-006	Guitar Class	1
MUSD-051	El. Choral Conducting	3	MUSD-052	Adv. Choral Conducting	3
MUSD-053	Music in Elem School	3	MUSD-054	Mus. Sec. School	3
MUSD-120	Contemporary Trends	0	MUSD-121	Contemporary Trends	0
MUSE-111	Piano Minor I	2	MUSE-112	Piano Minor II	2
MUSE-121	Piano Minor III	2	MUSE-122	Piano Minor IV	2
MUSE-131	Piano Minor V	2	MUSE-132	Piano Minor VI	2
MUSE-141	Piano Minor VII	2	MUSE-142	Piano Minor VIII	2
MUSE-155	Accompanying	2	MUSE-157	Piano Pedagogy	2
MUSG-011	Voice Class	2	MUSG-011	Voice Class	2
MUTL-011~031	Univ. Choir (6 semesters)	6	MUTO-011-042	Recital (8 Semesters)	0
MUT*-111	Ensemble Elective	1			

**Total Musicianship and Performance Area ----- 87 Credits**

### Professional Education

SEED-001	Intro to Sec. Education	3	SEED-005	Child & Adol. Psychology	3
SEED-039	Soc. Found. Of Urban Ed.	3	SEED-135	Student Teaching & Mgmt.	9
SEED-150	Survey Exc. Child	3	SEED-160	Improve Read.	3

**Total Professional Education Area ----- 24 Credits**

**Bachelor of Music Education - Voice Minor**

Course numbers, titles and credits for each category:

**Musicianship and Performance**

MUSB-003	Elem. Ear Tr. I	2	MUSB-004	Elem. Ear Tr. II	2
MUSB-011	Adv. Ear Tr. I	2	MUSB-012	Adv. Ear Tr. II	2
MUSB-016	Keyboard Harmony	2			
MUSB-021	Elem. Harmony. I	3	MUSB-022	Elem. Harmony. II	3
MUSB-041	Adv. Harmony. I	3	MUSB-042	Adv. Harmony. II	3
MUSB-043	Counterpoint	3	MUSB-124	Form & Analysis	3
MUSC-005	Music Lit. to 16th C.	3	MUSC-006	M. Lit. Bar./Classic	3
MUSC-007	M. Lit. 19th & 20th C.	3	MUSC-008	Afro/Afro-Am. M. Lit.	3
MUSD-005	Instrumental Survey	3	MUSD-006	Guitar Class	1
MUSD-051	El. Choral Conducting	3	MUSD-052	Adv. Choral Conducting	3
MUSD-053	Music in Elem School	3	MUSD-054	Mus. Sec. School	3
MUSD-120	Contemporary Trends	0	MUSD-121	Contemporary Trends	0
MUSE-021	Functional Piano	1	MUSE-022	Functional Piano	1
MUSF-111	Voice Minor	2	MUSF-112	Voice Minor	2
MUSF-121	Voice Minor	2	MUSF-122	Voice Minor	2
MUSF-131	Voice Minor	2	MUSF-132	Voice Minor	2
MUSF-141	Voice Minor	2	MUSF-142	Voice Minor	2
MUSF-155	Vocal Pedagogy	2	MUT*-111	Ensemble Elective	1
MUTL-011~031	Univ. Choir (6 semesters)	6	MUTO-011-042	Recital (8 Semesters)	0

**Total Musicianship and Performance Area ----- 83 Credits**

**Professional Education**

SEED-001	Intro to Sec. Education	3	SEED-005	Child & Adol. Psychology	3
SEED-039	Soc. Found. Of Urban Ed.	3	SEED-135	Student Teaching & Mgmt.	9
SEED-150	Survey Exc. Child	3	SEED-160	Improve Read.	3

**Total Professional Education Area ----- 24 Credits**

## **Academic Code of Student Conduct**

Howard University is a community of scholars composed of faculty and students both of whom must hold the pursuit of learning and search for truth in the highest regard. Such regard requires adherence to the goal of unquestionable integrity and honesty in the discharge of teaching and learning responsibilities. Such regard allows no place for academic dishonesty regardless of any seeming advantage or gain that might accrue from such dishonesty. To better assure the realization of this goal any student en-rolled for study at the University may be disciplined for the academic infractions defined below.

### **Definitions of Academic Infractions**

- **Academic cheating** --any intentional act(s) of dishonesty in the fulfillment of academic utilization of the assistance of any additional individual(s), organization, document, or other aid not specifically and expressly authorized by the instructor or department involved. (Note: This infraction assumes that with the exception of authorized group assignments or group take home assignments, all course or program assignments shall be completed by an individual student only without any consultation or collaboration with any other individual, organization, or aid.)
- **Plagiarism** --to take and pass off intentionally as one's own the ideas, writings, etc. of another without attribution (without acknowledging the author).

### **Administration of the Code**

The authority and responsibility for the administration of this Academic Code of Conduct and imposition of any discipline upon any particular student shall vest in the faculty of the School or College in which the student is enrolled but may be delegated by the faculty to the Dean of the School or College in which the student is enrolled. The Dean shall be assisted in this responsibility by any faculty members and administrative officers in the School or College the Dean shall consider appropriate. Any student accused of an infraction of this Code shall have a right to a limited hearing, as described herein, of the charges against him before a committee of faculty members, at least three in number, none of whom shall be the accuser or witness to the alleged infraction. The committee may be either a standing committee of the School or College, whose responsibilities are considered appropriate by the Dean to conduct a hearing under this Code, or a committee appointed by the Dean for the special purpose of conducting only a particular hearing or all such hearings that may arise during an annual period. The hearing committee shall be chaired by a member designated by the Dean and the chairperson shall have the right to vote in cases of a tie vote.

### **Procedure**

1. Any faculty member who has knowledge of an infraction of this Code shall assemble all supporting evidence and identify any additional witnesses to the infraction and make this information known to the Dean of the School or College in which the student is enrolled as soon as possible after the date of the Infraction.
2. Upon being notified of an alleged infraction of this Code, the Dean shall, as soon as possible, consider the weight of the assembled evidence and, if the Dean considers the evidence sufficient to warrant further action the Dean shall notify the alleged offender of the charge(s) against him/her together with a designation of a hearing time and place where the accused may respond to the charge(s). The hearing date shall be as soon as possible after notification to the accused of the charge(s) against him/her. The Dean shall

similarly notify the hearing committee members of the time and place of the hearing together with identification of the accuser and accused.

3. The “limited hearing” authorized by this Code is not an adversarial proceeding. Constitutional principles of “due process” are not applicable to these proceedings. The faculty member concerned shall present the case for the University. Both shall be allowed to present witnesses and evidence in support of their positions concerning the charge(s). However, no legal counsel for either side shall be allowed. The members of the hearing committee may question the accused and the accuser and examine all evidence presented. The standard of proof for the proceeding under this Code shall be the standard of “substantial evidence.” The proceedings may be tape-recorded but will not be transcribed.

4. After the hearing of the charge(s) against the accused, the hearing committee shall, in closed session, vote by secret ballot to sustain or reject the charge(s). If the charges are sustained, the committee shall then recommend the disciplinary penalty to be imposed upon the student. The chairperson of the committee shall transmit the results and recommendation of the hearing committee to the Dean as soon as possible after the hearing.

5. Upon receipt of the results and recommendations of the hearing committee, the Dean shall, as soon as possible, notify the student of these results and recommendations, including notification that the student may appeal directly to the Dean for mitigation of any disciplinary penalty recommended by the hearing committee. The student shall have five working days to make such appeal from date of receipt of notification.

6. After hearing any appeal from a student, the Dean shall be authorized to determine the appropriate academic penalty under the circumstances. The Dean may sustain the recommendation of the Committee concerning the penalty or may reduce or increase the severity of the penalty. The Dean’s decision shall be communicated to the student as soon as possible and shall be final.

### **Penalties**

The minimum disciplinary penalty imposed upon a student found to have committed an infraction(s) of this Code shall be no credit for the course assignment or examination in which the infraction(s) occurred; however, a more severe penalty, such as failure in the course involved or suspension from the University, may be imposed depending upon the nature and extent of the infraction(s).

### **Academic Minors**

Music students who elect to pursue an academic minor must consult with an advisor in the minor department as well as their Department of Music faculty advisor. The music advisor will give the final approval of each semester's program. The academic minor does not replace the performance minor required by most music curricula and may require additional credit hours. The choice to pursue an academic minor could necessitate additional semesters of study.

### **Advising**

Students are expected to schedule and meet with their advisor at least twice per semester, in the beginning of the semester and during general registration. At each advising session

the student should bring all documents, including but not limited to transcripts, letters of scholarship awards, academic actions, and any documents from all previous advising sessions. Students should meet with the advisor more often if there are academic issues or other concerns.

**Attendance Policy**

Each professor has the right to formulate and enforce an attendance policy based on the nature of the course they are teaching. Faculty members have the option of lowering a student's grade by one letter according to the following Department of Music guidelines:

**A. Standard Classes:**

<u>Clock Hours (per week)</u>	<u>Unexcused Absences*</u>
3	4
2	3
1	2

Students are responsible for all work and assignments missed.

“Excused” absences involve student illness, departmental obligation, family emergency, etc. Documentation from a professional authority should be submitted to instructors upon return to class. It is at the discretion of the instructor to deem whether the absence is excused or not.

**B. Performance Lessons Absences:**

The private instructor has the option of lowering a student's grade by one letter for each unexcused absences unit (UAU).

Two unexcused absences will constitute one UAU for performance courses meeting 14 times per semester (once a week).

Four unexcused absences will constitute one UAU for performance courses meeting 28 times per semester (twice a week).

**Ensemble Absences:**

The policy on ensemble attendance will be established by the director and will be clearly printed on the class syllabus.

**Juries and Final Exams Absences:**

An automatic grade of F for the jury or exam will be assigned in the event of an unexcused absence.

### **Cell Phone Use**

Cell phone use is not permitted (with devices must be switched off) during exams, during recitals, and other performances. Instructors may enforce similar restrictions during classes, as noted in the syllabus for each class.

### **Change of Major Program**

Program changes may be requested in writing at any time, but will only go into effect beginning in the following semester.

Students wishing to change majors within the Department of Music must secure permission from the departmental chair and both the coordinators of the old major area and of the new. Students will be bound by the curricular requirements in force at the time of the change.

### **Change of Performance Instructors**

Performance instructors are assigned in the freshman year and may be changed only with the permission of the Area Coordinator and the Department of Music Chair. Changes will normally not be considered after the sophomore year. Students who change teachers are not exempted from jury examinations.

### **Ensemble Participation**

All music students must participate for six semesters in a large ensemble of their area of performance area, and at least two semesters in a small ensemble of their choice. The following ensemble experiences are available according to categories:

Orchestral Instruments, Concert Band, Marching Band, Orchestra (at Howard or through the Consortium);

Vocal, University Choir, University Chorale, University Collegium

Keyboard accompaniment for large and small ensembles

Jazz Studies; Jazz Ensembles: Jazztet, Jazz Vocal Workshop

Music Education (Instrumental); Orchestra is required for six (6) semesters for string players. A minimum of six semesters of Concert Band or Orchestra are required for wind and percussion players.

### **Former Students Returning (FSR)**

Former students returning after one year or more will be bound by the curriculum in force at the time of their return. They will also be required to pass a performance audition.

Students returning after Academic Suspension must apply in writing to the Department Chair and major area Coordinator for any letter(s) of stipulation for return and possible re-audition, even if the student is returning after only one semester absence.

The Department of Music reserves the right to stipulate additional exams or requirements deemed necessary for evaluation of any returning student.

### **Grading**

No grade below a “C” is considered passing within the department, especially in private instruction courses (lessons) and/or the *major area* which may require a higher minimum grade. Courses must be completed with a “C” or better to proceed to the next course in any sequence or schedule.

### **Grade Scale**

The following grading system is used at Howard except where otherwise indicated in the school/college bulletins:

A – excellent, 90 and above

B - good, 80 - 89

C - fair, 70 - 79

D - poor, 60 - 69

F - failure less than 60

W - official withdrawal (no grade value and not calculated)

UW - unofficial withdrawal (no grade value and not calculated)

I - incomplete (grade following I/ calculated)

In the Department of Music, C is the minimum grade for Music Majors. Grades below a C are considered failing for music courses. Required courses in which you receive failing grades, must be repeated.

Incomplete grades may be assigned ONLY to students who, as a result of circumstances

beyond their control (e.g., illness or family emergency) are unable to complete their coursework. Although the student initiates the request for an incomplete grade, the decision to assign an incomplete grade rests solely with the instructor. If the student's request is approved, the instructor establishes and submits specific "make-up" conditions on an Incomplete Grade Processing Form (IGPF). Each incomplete designation ("I") must be accompanied by an alternative grade ("B," "C," "D," or "F"). The alternative grade will become the permanent grade, if the incomplete is not removed.

### Missed Examinations

Students who do not take scheduled mid-term or final examinations must obtain the approval of the course instructor to take a substitute exam. A student who does not secure such approval will receive a grade of zero for the missed examination.

### Music Minor

Non-music major enrolled Howard University students may enter the department as Music Minors. After a successful audition and approval by the Department of Music Chair, the student will consult with a program Coordinator to devise a scheme of courses totaling a minimum of 19 credit hours.

For non-jazz Minors, courses will be chosen using the following guidelines:

		Credits
MUSB 003	Elem Ear Trng/Sight Singing I	2
MUSB 004	Elem Ear Trng/Sight Singing II	2
MUSB 021	Elementary Harmony I	3
MUSB 022	Elementary Harmony II	3
MUSC xxx	Music Literature/ History (1 course)	3
MUXX xxx	Applied Music (instruction) minimum or 3 (1) hour courses	3
MUXX xxx	Ensemble (minimum or 3 (1) hour courses)	3
	Total	19 credit hours

For Music Minor, Jazz Emphasis, courses will total a *minimum* of 25 credit hours. In consultation with the Jazz Studies Coordinator and/ or advisor, course scheme may include:

407-010	Jazz History (required)	3 credits
MUSB003	Elem Ear Trng/Sight Singing I	2
MUSB004	Elem Ear Trng/Sight Singing II	2
MUSB021	Elementary Harmony I	3
MUSB 022	Elementary Harmony II	3
407-101	Jazz Theory I	3
407-071/074	Keyboard Class(es)	1 credit each
xxx-111/131	Principal Instrument of Jazz Voice	2 credit each

406-001/021 Improvisation 2 credits each  
457-001/022 Jazz Ensemble or Elective Ensemble 1 credit each

Other courses may be selected/ substituted with the advisor's approval.

### **Performance Jury Examinations**

- Juries are required for all undergraduate music majors after the first or second semester of study, depending on the curriculum.
- Performance majors are required to perform 3 complete and contrasting pieces as well as technical exercises. These requirements may be partially satisfied by 3 or more solo Student Recital performances in a semester.
- Performance minors are required to perform 2 or 3 complete and contrasting pieces as well as technical exercises depending on the curriculum. These requirements may also be partially satisfied by 3 or more solo Student Recital performances in a semester.
- All music performed by Voice and Piano students, and the major piece (such as a sonata or concerto movement) performed by Instrumental students must be memorized. All students must perform all pieces in their entirety.
- The performance jury grade will make up a significant portion (usually 20% to 30%) of the course final grade. Please see the course syllabus for specifics.
- All students must successfully pass the jury in order to receive a passing grade for the course.

### **Piano Proficiency Examination**

All music majors must achieve a minimum level of performing ability on the piano. Students with no prior keyboard experience may be required to begin their piano training with the Functional Piano courses MUSB 011 and 012. For those students, competency will be certified by the Piano Proficiency Examination that will be given at the end of the 4th semester of Functional Piano. However, if the exam is not successfully passed at that time, students should enroll in additional Functional Piano courses until the exam is passed. The Piano Proficiency Examination must be passed by the end of the Junior year in order to achieve Senior status. Pre-graduation paperwork cannot be accepted until the exam is passed. The exam is required only for students that neither major nor minor in piano.

## **Practice Facilities**

The Department of Music maintains practice rooms which may be used by music majors, minors and other students enrolled in performance or theory courses. Third floor classrooms are not practice facilities, but may be used for practice/rehearsal only with permission of the Department of Music chair or a designated faculty member. Individual faculty studios may be used for practice/rehearsal only with permission of the faculty member involved.

## **Practice Room Regulations**

- Practice studios are to be used only by current Department of Music students, faculty and staff with proper university ID, and other persons with permission from the Chair of the Department of Music permission.
- Eating, drinking or smoking is not permitted in the practice area or in practice rooms.
- Pianos, chairs, stands or other provided equipment may not be removed from rooms.
- Sound levels must be kept low enough so as not to disturb others.
- Tops of pianos must be kept clear; no objects other than music or books.
- Windows shall be kept clear of covering, except for schedules.
- Rooms may be inspected at any time. A valid HU ID may be required at any time.
- Personal possessions should not be left in a practice room, as the University does not assume responsibility for such property.

The rear exit is a fire exit for emergency use only. Do not block the door open for any reason.

Vandalism anywhere in the department is to be reported immediately to the Department of Music (202-806-7082) or the Office of the Associate Dean (202-806-7040). If you are witnessing vandalism in progress or any dangerous situations or behavior, please call Campus Police immediately at 202-806-1100.

Authorized persons, while using the music facilities, are not to attempt to circumvent or tamper with security measures, block doors open, or engage in any destructive or or inappropriate behavior. Persons found to have participated in such activity will be barred from using the facilities and may be grounds for academic suspension.

The department reserves the right to deny the use of practice rooms to anyone unwilling to obey the above facilities policies.

## **RECITALS**

### **Recital Scheduling**

Degree Recitals must be scheduled one semester in advance. The paperwork requires the signatures of the student, the area Coordinator, the Recital Coordinator, and the

Department Chairman to be officially scheduled. Changes in time and date must also be approved by all of the same parties.

### **Junior Qualifying Performance Major Recital**

A thirty-minute qualifying recital is required of all performance majors at the end of the sophomore year in order to progress to upper-level study. Please see Instrumental, Piano and Voice area regulations for further information.

### **Senior Performance Minor Recital**

Recital given jointly by two students (in exceptional cases, three students). Music education majors of special attainment in their Applied minor may be granted permission to give a full recital, upon recommendation of their instructor and approval of the applied music faculty.

### **Graduating Recitals**

- For the Fall semester all graduating recitals must be performed prior to December 1st. For the Spring semester, all graduating recitals will be performed before April 1.
- The instructor must approve all music presented on the recital.
- Students must reserve date and location (usually room 3001) with the Student Recital coordinator, Dr. Raymond Jackson.
- Students must approve the date and time with their applied instructor.
- In a pre-hearing, students must satisfactorily perform their recitals before the area faculty, preferably at least one month prior to the recital date. Program copy should also be presented and approved at the hearing.
- The format of the recital program must conform to the model available from the Department of Music office. A proof of the program, approved by the performance instructor must be submitted to the Student Recital coordinator not later than two weeks prior to the recital.
- The student is responsible for the cost of the printed programs.
- Graduation recitals must be passed by vote of the area faculty. Portions deemed by the faculty to be unacceptable must be satisfactorily performed again before a faculty committee.

- Evening recitals require formal attire while noon recitals may be given in attire appropriate to the occasion. Sweaters, sportswear, casual or distracting dress are unacceptable.
- The printed program should be followed strictly and all speeches and other presentations should be avoided.
- Except for intermissions, pauses between works or groups of works should be held to a minimum.
- Amplification should be restricted to the minimum necessary to provide acceptable balance. Excessive sound levels must be avoided.
- Any video or audio recording must be done as unobtrusively as possible.

### **Performance Major- Graduating Recital**

- A solo recital of one hour's length is required of all performance majors.
- Music of Black composers shall be included whenever possible.
- Performance majors will normally give an evening recital.

### **Performance Minor - Graduating Recital**

- A solo recital of 1/2 hour's length or a joint one-hour recital is required of all performance minors. In exceptional cases, performance minors may give a one-hour recital upon recommendation by their instructor and approval by the area faculty.
- The minor recital will normally be given at noon in room 3001.
- Music Education and Therapy majors should give their graduating recitals the semester prior to practice teaching or internship.
- At the recommendation of area faculty, Music Business jazz voice students may be asked to enroll in one additional semester of Improvisation and two additional semesters of Jazz Vocal Workshop in lieu of two semesters of Voice for Jazz Studies. The student would then be exempt from juries during those semesters and from performing a senior recital.

## **Composition Major- Graduating Recital**

At least 40 minutes of original music written by the student composer must be presented, including a major work of at least 12 minutes duration.

Three or more different media must be employed.

If conditions 1 and 2 are met, some improvised music or music consisting primarily of arrangements of existing works may be presented at the discretion of the instructor.

At least one work must showcase the student composer as a performance minor.

The Composition instructor must approve all music.

## **Scheduling Qualifying and Graduating Recitals**

These recitals must be scheduled one semester in advance. The scheduling process includes completing the Recital Request form, which requires the agreement and signatures of the student, the instructor, the program coordinator, the recital coordinator and the department chairman. *The recital is not officially scheduled until this form is completed and submitted by the last day of the semester prior to the proposed recital date.* Changes to the proposed date must be submitted in writing from the instructor or coordinator to the department chairman, and approved by all of the same parties.

Recitals may be scheduled for any time agreed upon by the student, the instructor, and the coordinator, and room availability confirmed by the recital coordinator and the department chairman. The student is to notify any other course instructors if the recital will cause the student to miss a class meeting. Recitals are to last a maximum of 1 hour, including any breaks. At the instructor's or coordinators option, the recital may be cancelled if the recital has not begun by 15 minutes after the scheduled start time.

To avoid conflicts, recitals should be scheduled with no other class or event concluding in the same room at least 1 hour before the recital; and no other event or class beginning in the same room at least 1 hour after the recital.

## **Recital Scheduling - Cutoff Dates**

**Major and Minor Degree Recitals** must be scheduled at least one semester in advance. Qualifying and graduating recitals for the Fall semester must be scheduled to occur no later than November 1st (cutoff date), while Spring semester recitals must be scheduled to occur no later than April 1st (cutoff date). Hearings for the recitals will be scheduled at the discretion of the instructor, but no hearings shall take place after October 15th for Fall semester recitals or March 15th for Spring semester recitals. Recital dates should be scheduled far enough in advance of the cutoff dates to allow for rescheduling without exceeding the cutoff dates.

### **Recitals After Normal Business Hours.**

For degree recitals beginning after normal business hours, it is the responsibility of the coordinator to get keys to Childers Recital Hall 3001 from the music office, or make arrangements with the other performance venue to guarantee access on the recital date and time. For Childers Recital Hall 3001, the coordinator will also make sure the hall is secured after the performance, and then return the keys to the main office on the next business day.

### **SCHOLARSHIPS**

- Scholarships and grant awards from Howard University funds are available only to students who complete the Free Application for Federal Students Aid (FAFSA). The FAFSA may be secured from the Howard University Office of Financial Aid, high school guidance counselors, and public libraries. The FAFSA must be submitted before February 1<sup>st</sup>.
- After analysis of the student's file by the Office of Financial Aid, recommended funding from the Department of Music may be reduced depending on other funding sources (such as family income, Federal grants, etc.) or University and/or Federal regulations.
- Because of limited funds, the Department of Music cannot award full scholarships.
- Music scholarships are granted for one semester or one year only.
- Students must re-apply for scholarships each year. The Department of Music does not guarantee a specific scholarship amount from year to year.
- Financial aid is only granted to students who have been admitted by the Howard University Office of Admissions and the Department of Music (by audition).

### **Special Talent Scholarships**

Music Major eligibility requirements include:

- Recommendation from ensemble director or applied instrument instructor.
- A completed application (obtain from Prof. Mauldin, Room LVC 3028). Completed application must be submitted by ensemble director or applied instrument instructor.
- A minimum 2.5 Grade Point Average (GPA) including the prior semester for Undergraduate students. A 3.5 GPA is minimum for Graduate level students.
- Music Department Scholarship Applications must be submitted by February 1<sup>st</sup> each year.

- Full-time enrollment status (minimum 12 hours).
- Participation in a departmental ensemble or accompanying.

### **Trustee Scholarships**

Students must maintain a minimum 3.0 GPA for at least two consecutive (fall and spring) semesters.

Other questions regarding Department of Music scholarships should be addressed to Prof. Mark Mauldin, Room LVC 3028, (202) 806-7099- [mmauldin@howard.edu](mailto:mmauldin@howard.edu)

### **The Security Agreement**

The Security Agreement form should be updated each semester by visiting the designated location to update contact information, receive validation sticker or paperwork, and to update ID card access for the practice area.

### **Student Academic Grievance Procedures**

If a student has a dispute with a Department of Music instructor, the student should first schedule a conference with that teacher. If the problem cannot be resolved, the student should then appeal to the coordinator of the academic area involved (see page 1), and should simultaneously inform the student's faculty advisor. If the issue is still not resolved, the student may request, in writing, that the Department of Music Chair attempt to arbitrate the matter - with the assistance of the departmental Executive Committee, should the chair deem it necessary. If the chair is unable to arrange a satisfactory resolution, the student may then appeal to the Associate Dean of the Division of Fine Arts. Please see the *Howard University Undergraduate Bulletin* or the *Howard University Student Reference Manual and Schedule of Courses* for a description of the subsequent informal levels of appeal and the formal student grievance process.

### **Transfer of Credit**

Credits may be transferred from another institution for undergraduate courses in which a grade of "C" or better has been earned prior to enrollment at Howard University. Exceptions to this are Performance and Theory courses. In these areas, **Advanced Standing** is awarded only through placement examination (see Advanced Standing). After enrollment in the Department of Music, credit for courses taken at other institutions will be awarded at the discretion of the area coordinator. Written approval from the coordinator should be obtained before taking such courses and, in any event, placement examination will still be necessary for most Theory and all Performance courses. Howard University requires that the final 30 hours of credit for all undergraduate degrees must be earned at the university.

The results of placement examinations may negate some course credits from being transferred.

### **Update of Contact Information**

Every semester each enrolled student is responsible to

- 1, Update contact information at the location to be determined
2. Meet with the assigned advisor for updates regarding the degree program
3. Update any security information requested regarding access to practice rooms and other facilities. It is imperative that each student keep the Student ID card on their person at all times when on campus. Please notify the Department of Music Chairman and Campus Security immediately if the card is lost or stolen.

### **Use of Departmental Facilities**

The classrooms, offices, recital hall, smart room, and other facilities of the Department of Music are maintained for the use of departmental classes, recitals, lectures, rehearsals and other events. Because of equipment and security concerns, these facilities will not be made available to any individual or group not affiliated with the department without the approval of the chair. Music students who are members of groups not affiliated with the Department of Music may apply for use of the facilities only if the group has a Music faculty advisor who is willing to act in a supervisory capacity. Except for officially scheduled recitals, all applications for the use of Room 3001 must be made by the faculty advisor.

### **Use of Facilities After Hours**

Students may request the use of any classroom or Childers Recital Hall 3001 after normal business hours. The form for the request is available in the main office. The main requirement is that a Music Department faculty member must be engaged to sponsor the activity, and said faculty member will be present at the rehearsal or event.

Students shall not have keys to instructors' teaching studios or offices. Requests for student use of the studios after normal business hours or any access exception must be made in writing by the faculty member to the Chairman, listing the students involved, the dates and hours the studios will be used, and clearly stating reasons or purpose for the exception. This request, if granted, must be renewed each semester.

**APPENDIX- Student Forms**