SIU School of Music
MM Degree Requirement Chronology 2018–2019
(as of 8/17/18, subject to change)

Before arriving on campus

Complete Graduate Music Screening Examinations online

Review Graduate Catalog

Review Degree Requirement Checklist

Upon arriving on campus

Review Course Rotation Schedule

Design Four Semester Plan

Meet with Major Professor

Register for classes [ADD without signature until Sunday, August 26th]

Instructor of Record processes overrides [include Dawg Tag # and Specific Override]

Semester 1

Complete MUS 399 Graduate Music Review A–K as assigned
MUST RECEIVE GRADE OF B OR BETTER
MUST BE COMPLETED DURING FIRST YEAR

Review Piano Accompanying Handbook

RECOMMEND GRADE OF A, A–, B+, OR B IN ALL COURSES

Semester 2

Complete MUS 399 Graduate Music Review A–K as assigned
MUST RECEIVE GRADE OF B OR BETTER
MUST BE COMPLETED DURING FIRST YEAR
Semester 3

**ALL (all MM degrees)**

Choose **Graduate Faculty Committee** (major professor + 2 Graduate Faculty)

Must have “academic relationship” with MM candidate

Ask faculty to serve on committee

Complete **Graduate Faculty Committee Approval Form**

Have Graduate Faculty Committee Chair sign

Submit to Acting Director of Graduate Studies

(Acting Director of Graduate Studies will approve, sign, and turn in to the Graduate School)

**Thesis (Music History and Literature, Music Theory and Composition, Music Education)**

Register for MUS 599 Thesis (2 credits)

Complete **Graduate Thesis or Composition Proposal**

Have Graduate Faculty Committee Chair write recommendation and sign

Submit to Acting Director of Graduate Studies

School of Music Graduate Committee must approve

**PROPOSAL MUST BE APPROVED ONE SEMESTER BEFORE COMPLETION DATE**

RECOMMEND EARLY SUBMISSION IN CASE REVISIONS ARE NEEDED

- October 18, 2018
- November 15, 2018

**Research Paper (Collaborative Piano, Opera/Musical Theater, Performance, Piano Education Arts)**

Register for MUS 595 Research Paper (1 credit)

You will receive a DEF at the end of the semester

Complete **Graduate Research Paper Proposal**

Have ALL MEMBERS of Graduate Faculty Committee sign

Submit to Acting Director of Graduate Studies

**DUE BY FRIDAY, DECEMBER 7, 2018**
Semester 4

Check Graduate School deadlines (gradschool.siu.edu) and keep track closely!

ALL (all MM degrees)
Graduation Application
   Deadline (week 4) = $50

Recital (Collaborative Piano, Opera/Musical Theater, Performance, Piano Education Arts)
   Clarify Recital Jury with major professor (major professor + 2 performing area faculty)
   YOU DO NOT CHOOSE YOUR RECITAL JURY!
   Schedule Recital and Recital Preview in coordination with Recital Jury and Piano Accompanying Handbook
   Complete Graduate Recital Preview Approval
      Submit to major professor at recital preview
         [Major professor submits to Acting Director of Graduate Studies]
   Complete Graduate Recital Grade Form
      Submit three copies to major professor at recital
         [Individual faculty submit to Acting Director of Graduate Studies]
   RECOMMEND WEEKS 1–8 BEFORE SPRING VACATION

Collaborative Piano Recitals #2 and #3
   Follow procedures above

Comprehensive Examinations (all MM degrees):
1) Written Examination and
2) Oral Examination
   Complete Application for Comprehensive Examinations
      Submit one copy to each member of Graduate Faculty Committee
      Submit one copy to Acting Director of Graduate Studies
      DUE March 8, 2019 (Friday before Spring Vacation)
   Written Examinations Saturday, March 23, 2019, 10:00 A.M.–12:00 P.M.
   Schedule Oral Examination
      in coordination with Graduate Faculty Committee
      Must be taken after passing written examination
   Complete Comprehensive Examinations Approval
      Submit to major professor at oral examination
         [Major professor submits to Acting Director of Graduate Studies]
Research Paper (Collaborative Piano, Opera/Musical Theater, Performance, Piano Education Arts)

SPRING SEMESTER DEADLINES!

- January 25, 2019  First Complete Draft to Major Professor
- February 15, 2019  Second Complete Draft to Major Professor
- March 8, 2019     Third Complete Draft to Graduate Faculty Comm.

Upload research paper to Open SIUC for “format check” (~week 11)
- April 5, 2019       Completed Research Paper!

Upload revisions (~week 12) check submission deadlines for exact dates!

Complete Research Paper Approval
- Have Graduate Faculty Committee Chair sign
- Have Interim Director of the School of Music sign

Submit to Acting Director of Graduate Studies DUE by end of week 12

Defend research paper (SEE BELOW!)

Complete Oral Defense Form
- Submit to major professor at oral defense

[Major professor submits to Acting Director of Graduate Studies
DUE by end of week 12]

MAJOR PROFESSOR SUBMITS GRADE CHANGE CARD
MUS 595 RESEARCH PAPER (DEF to A, A-, B+, B, etc.)

NOTE: If your research paper will be completed by the end of week 12:
You can defend your research paper during your comprehensive oral examination!
If not, you will need to schedule an oral defense with your Graduate Faculty Committee before uploading the completed research paper.

Thesis (Music History and Literature, Music Theory and Composition, Music Education)

Upload research paper to Open SIUC for “format check” (~week 11)
- April 5, 2019       Completed Research Paper!

Upload revisions (~week 12) check submission deadlines for exact dates!

Complete Thesis Approval
- Have ALL MEMBERS of Graduate Faculty Committee sign
- Have Interim Director of the School of Music sign

Submit to Acting Director of Graduate Studies DUE by end of week 12

Defend thesis (SEE BELOW!)

Complete Oral Defense Form
- Submit to major professor at oral defense

[Major professor submits to Acting Director of Graduate Studies
DUE by end of week 12]

NOTE: If your thesis will be completed by the end of week 12:
You can defend your thesis during your comprehensive oral examination!
If not, you will need to schedule an oral defense with your Graduate Faculty Committee before uploading your completed thesis.
Semester 4 by week

Check Graduate School deadlines (gradschool.siu.edu) and keep track closely!

Weeks 1–8 Recital and Recital Preview
  Recital Preview must be scheduled 2–3 weeks prior to Recital
  Graduate Recital Preview Approval
  Graduate Recital Grade Form

Week 2 First Complete Draft of Research Paper to Major Professor

Week 4 Graduation Application DUE

Week 5 Second Complete Draft of Research Paper to Major Professor

Week 8 Application for Comprehensive Exams DUE

  Third Complete Draft of Research Paper to
  ALL Graduate Faculty Committee members

[Spring Vacation]

Week 9 Comprehensive Written Examinations
  Saturday, March 23, 2019, 10:00 A.M.–12:00 P.M.

Week 9–12 Comprehensive Oral Examination
  May count as Oral Defense of research paper or thesis as well
  if research paper and thesis will be completed by week 12

Week 11 FRIDAY, APRIL 5, 2019!
  Upload Research Paper or Thesis for “Format Check”

Week 12 FRIDAY, APRIL 12, 2019
  Upload Research Paper or Thesis with revisions
  Comprehensive Examinations Approval DUE
  Research Paper Approval or Thesis Approval DUE
  Oral Defense form DUE