

Doctoral Minor Field Proposal

Submit this form in one of these ways:

1. In any PDF reader, type entries into boxes on form, print, and deliver with the required signature to Music Graduate Office.
2. Print form, fill out by hand, and deliver with the required signature to Music Graduate Office.

Name _____ ID # _____

Degree/Major _____ E-mail _____

Proposed minor field _____

DM first minor field (Music Education, Music History & Literature, Musicology, or Music Theory)

Courses: 12 credits as specified in the *Bulletin* and on the back of this form

Approval: Signature of chair or coordinator of graduate studies of department offering the minor

PhD/DME first minor field (inside or outside the Jacobs School of Music; for Music Theory: MH &L or Musicology)

Courses: As required by the offering department (usually 12 credits)

Approval: Signature of chair or coordinator of graduate studies of department offering the minor

DM, PhD or DME second minor field (inside or outside the Jacobs School of Music; not required for Musicology)

Courses: As required by the offering department (usually 12 credits)

Approval: Signature of chair or coordinator of graduate studies of department offering the minor

DM, PhD or DME guided electives (credits outside the major in place of a second minor; not allowed for Composition)

Courses: 12 graduate credits outside the major field

Approval: Signature of chair of student's advisory committee

DM, PhD or DME individualized minor (an individually-designed minor field; formal proposal required)

Courses: 12 focused graduate credits outside the major field

Approval: Signature of faculty member who agrees to serve as advisor for the minor

Courses (list all 12 credits)

For a minor whose requirements are specified in the *Bulletin* (see the back of this form) this list of courses is **advisory**; you may take any courses that satisfy the requirements. (This includes the minors in Music Education, Music History & Literature and Music Theory.) For minors that require approval of the offering department or for guided electives, this list is **binding**; changes require a new form signed by the appropriate person.

Approvals

Signature: _____
(see above for required signature)

(Please print or type name)

Date: _____

Director of Graduate Studies, Jacobs School of Music

Date: _____

Db: _____

Degree audit: _____

General information

Each student pursuing a DM, DME, or PhD degree is required to declare two minor fields (except for students in the PhD in Musicology, who must declare one). Each minor consists of at least 12 credit hours.

Each course used in the minor must have a grade of C or better. In addition, the courses counting toward the minor must have an average grade of B or better. Departments offering minors may require a higher grade for their minor fields; for example, each course in a Music Theory minor must have a grade of B or better. Courses with S/F grades will not be accepted as part of a minor. Guided Electives taken in place of a second formal minor have the same grade requirements as a minor.

A list of some minor fields and their requirements may be found in the *Bulletin*; subjects listed include Choral Conducting, Composition, Early Music, Jazz Studies, Music Education, Music History & Literature, Music Information Technology, Music Theory, Musicology, Stage Direction for Opera, and performance.

First Minor

The first minor declared by a DM student must be in Music Theory, Music History & Literature, Musicology, or Music Education. Certain departments may further restrict the first minor field for their majors. Students in the PhD Music Theory program must choose either music history or musicology for their first minor. The first minor for DME students and PhD students in Music Education and Musicology may be a minor within or outside the field of music.

Second Minor

The second minor, consisting of 12 credits, may be

- a second formal minor;
- an individualized minor inside or outside of music; or
- Guided Electives (12 credits outside the major that do not add up to a minor in one subject).

If the major is in performance, the second minor may not be in performance except that modern-instrument performers may elect an early-music minor and vice versa. A minor in performance, when allowed, requires study at the 800 level. Students in Musicology are not required to have a second minor.

Guided Electives

In place of a second formal minor, students may elect 12 credits outside the major field as Guided Electives. (Guided Electives are not available to DM Composition students.) Courses must be approved by the chair of the student's advisory committee and the Director of Graduate Studies.

1. The total number of credit hours for the guided electives category must be at least 12.
2. Courses that could count toward your major field are not eligible (that is, you may not count "excess" hours on the major toward guided electives).
3. A maximum of 4 credit hours may be taken in courses closely related to the major field and only if they are not specifically required as part of the major or able to fill an elective slot in the major. These courses might include string technology for string majors, instrument repair for brass or woodwind majors, and similar courses. Applied study in a related instrument at the minor (800) level or above may also be eligible.
4. Courses that are normally used to satisfy proficiencies (such as M541/542, T508, T509, T511, and piano classes and lessons taken to prepare for the keyboard proficiency or performance proficiency exam) are not eligible.
5. Courses outside the Jacobs School of Music must be at a level that is acceptable for graduate study. Courses at the 100 or 200 level are not eligible. Courses at the 300 or 400 level may be eligible if they satisfy a requirement for the undergraduate major in that subject. Courses at the 500 level and above will normally be eligible if they can satisfy a requirement for a major or minor in that field. No more than 6 hours of courses below the 500 level may be counted toward guided electives.
6. It is essential that you consult with the chair of your advisory committee and the Director of Graduate Studies before enrolling in a class. Neither is obligated to approve "after the fact" any courses you may have taken.

Ph.D. Minor for Students Outside the Jacobs School of Music

Minors in music for doctoral students outside the Jacobs School of Music may be taken within one of the established departments of the Jacobs School of Music or as an individualized minor taken in more than one area. No general entrance examinations are required, but the director of graduate studies may require entering proficiency examinations. Acceptance as a minor, prerequisites, and minimum requirements are established by the director of graduate studies. No transfer credits will be accepted toward a music minor.