

CLEVELAND
INSTITUTE OF MUSIC
2017 / 2018 Catalog



WELCOME TO CIM



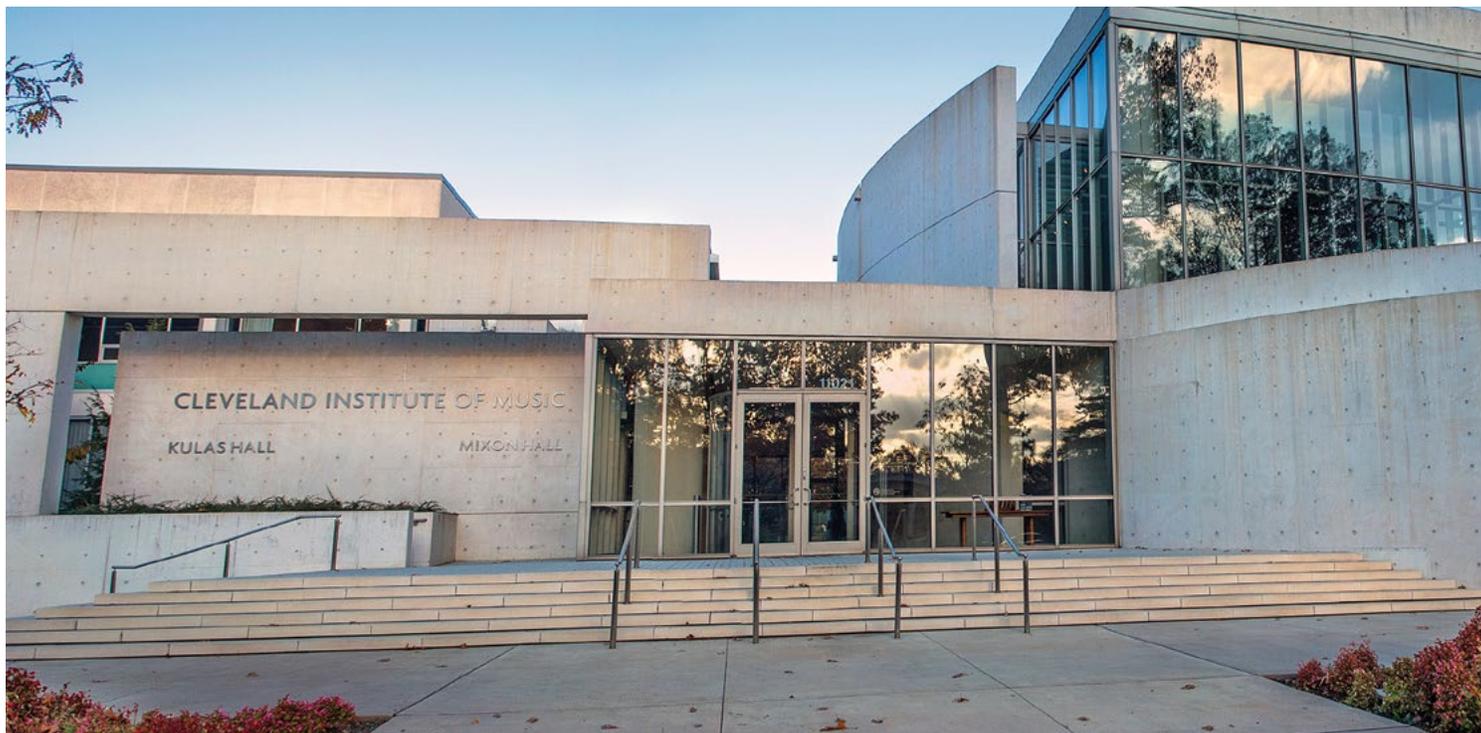




TABLE OF CONTENTS

WELCOME TO CIM	6	Major Requirements	13
Mission	6	Performance	13
Vision	6	Orchestral Conducting	13
Commitments	6	Compostion	13
Accreditation	6	Compostion and Performance	13
History	6	Comprehensive Examination	14
Administrative Staff	7	Graduation Requirements	14
Faculty	7	Professional Studies Diploma	14
Trustees	9	Artist Diploma	14
		Doctor of Musical Arts in Performance or Composition	15
CIM ACADEMICS	10	Study Abroad	16
Regulations	10	Regulations	16
CIM/CWRU Joint Music Program	10	Statutes of Limitation	17
Bachelor of Science in Music Education	10	Attendance	17
Undergraduate	11	Gradng System	17
Bachelor of Music Degree	11	Credit Hour Assesment	18
Graduation Requirements for All		Credit Hour Procedures	18
Undergraduate Programs	11	Transfer of Credit	18
Double Major Programs	11	Veterans	18
Double Major with Audio Recording	11	Academic Standing and Academic Progress	19
Double Major in Composition and Performance	12	Advanced Standing	20
Double Major with Eurhythmics	12	Artistic Probation and Separation	20
Double Major with Music Theory	12	Recital and Lesson Requirement	20
Five-Year Dual-Degree Programs	12	Academic Honesty and Integrity	21
Artist Certificate Program	12	Satisfactory Academic Progress (SAP) Policy	22
Graduate	13	Requirements of SAP Policy	22
Master of Music Degree	13	Cumulative GPA	22

Qualitative and Quantitative Measures	23	Guitar Performance / Bachelor of Music	50
Maximum Timeframe	24	Guitar Performance / Master of Music	50
Review Period	24	Vocal Performance / Bachelor of Music	51
Financial Aid Warning	25	Vocal Performance / Master of Music	51
Financial Aid Suspension	25	Audio Recording / Bachelor of Music	52
Financial Aid Probation	25	Composition/Bachelor of Music	53
Eligibility for Reinstatement	25	Composition/Master of Music	53
Progress Appeal Procedures	25		
Additional Degrees	26		
Conservatory Refund Policy	26	COURSE INFORMATION	54
How Withdrawal Date is Determined	26	Principal Performance Study	54
Treatment of Title IV (Federal) Aid		Secondary Performance Study	54
When a Student Withdraws	27	General Education	55
How Withdrawal Date is Determined	28	Applied Lessons, Juries, & Recitals	55
Order in Which Title IV Funds are Returned	28	Audio Recording	56
Time Frame for Return of Title IV Funds	28	Composition	56
2017-2018 Academic Calendar for Return of		Eurhythmics	56
Title IV Funds (R2T4)	29	Ensembles	57
		General	57
		Music History	59
		Music Literature	59
		Pedagogy	59
		Repertoire Classes	60
		Music Secondary Performance	60
		Music Theory	60
		English as a Second Language	61
CIM CURRICULA	30	STUDENT LIFE	62
Flute Performance / Bachelor of Music	31	Residence Life	62
Flute Performance / Master of Music	31	Meal Plans	62
Oboe Performance / Bachelor of Music	32	Off-Campus Housing	62
Oboe Performance / Master of Music	32	Health and Wellness	62
Clarinet Performance / Bachelor of Music	33	Student Workers: Health & Safety Training	62
Clarinet Performance / Master of Music	33	Student Health	63
Bassoon Performance / Bachelor of Music	34	Health Requirements	63
Bassoon Performance / Master of Music	34	Student Medical Plan	63
Horn Performance / Bachelor of Music	35	Academic Accommodations	63
Horn Performance Master of Music	35	Temporary Disabilities	63
Trumpet Performance / Bachelor of Music	36	Documentation	63
Trumpet Performance / Master of Music	36	Determining Eligibility and Accommodations	63
Trombone Performance / Bachelor of Music	37	Notification to CIM of Accommodations	63
Trombone Performance / Master of Music	37	Student and CIM Faculty Member Meeting	64
Tuba Performance / Bachelor of Music	38	Notification to CWRU Support Services	64
Tuba Performance / Master of Music	38	Code of Conduct	65
Timpani and Percussion Performance /		Substance Abuse & Sexual Misconduct Policies	65
Bachelor of Music	39	Disciplinary Probation & Separation	65
Timpani and Percussion Performance /		Student Appeals	65
Master of Music	39	Student Affairs Tribunal	65
Collaborative Piano Performance / Master of Music	40	Grievance Process	65
Harpsichord Performance / Bachelor of Music	41	Suspension	65
Harpsichord Performance / Master of Music	42	Additional Important Information	65
Organ Performance / Bachelor of Music	43	Legislation	65
Organ Performance / Master of Music	43	FERPA	65
Piano Performance / Bachelor of Music	44	Student Right-to-Know & Campus Security	66
Piano Performance / Master of Music	44	Performance and Composition Media Rights Policy	66
Violin Performance / Bachelor of Music	45	Equal Opportunity Policy	67
Violin Performance / Master of Music	45		
Viola Performance / Bachelor of Music	46		
Viola Performance / Master of Music	46		
Cello Performance / Bachelor of Music	47		
Cello Performance / Master of Music	47		
Double Bass Performance / Bachelor of Music	48		
Double Bass Performance / Master of Music	48		
Harp Performance / Bachelor of Music	49		
Harp Performance / Master of Music	49		



WELCOME TO CIM

Vision

Be the future of classical music

Mission

To empower the world's most talented classical music students to fulfill their dreams and potential.

Commitments

In support of this mission:

- CIM is committed to the education of the complete musician who has a firm mastery of the classics, as well as the opportunity to experience the creation and performance of new and recent repertoire.
- CIM is committed to attracting highly-talented individuals from around the globe and guiding them to reach their musical and artistic potential.
- CIM is committed to being a resource for the community, with training for individuals of all ages and abilities.
- CIM is committed to incorporating new technologies to complement and enhance the lives and education of its students.
- CIM is committed to providing access to rich and diverse coursework at CIM and CWRU in order to build its students ability to situate their work in the context of the world of knowledge, and to have the ability to communicate those connections.
- CIM believes the act of collaboration is a necessary and vital component of every musician's development. Its distinguished faculty is committed to developing the full artistic potential of all of its students and encouraging the valuable exchange of musical ideas and approaches.

Accreditation

The Cleveland Institute of Music is accredited by the Higher Learning Commission. The Cleveland Institute of Music is a Charter Member of and accredited by the National Association of Schools of Music.

History

The Cleveland Institute of Music, founded in 1920 with composer Ernest Bloch as director, is one of only eight independent conservatories of music in the United States. Currently, hundreds of CIM graduates play important musical roles in our world: as composers producing meaningful new repertoire, as eminent instrumental and vocal soloists, as world-renowned chamber musicians and as members of premier orchestras around the globe. More than half of the members of The Cleveland Orchestra are connected to CIM as members of the faculty, alumni, or both. CIM is an educational and performance resource for the community, working in close association with The Cleveland Orchestra, Case Western Reserve University, the Cleveland School of the Arts, the Cleveland Museum of Art, University Circle Inc. and other cultural and educational organizations towards increased access to great music, great musical performance and the highest level of music pedagogy. Degree programs at CIM attract a geographically and culturally diverse student body with approximately 25% international students, 15% from Ohio and 60% from the remaining areas of the U.S. All CIM students participate in the rich curriculum of the joint music program with Case Western Reserve University while benefiting from access to CIM's world-renowned visiting artists and conductors, and from intensive study with CIM's faculty. Visit cim.edu for more information.

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Rene Schiffer, Baroque Cello

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CIM's highest honor bestowed on an individual who has made historically significant, unique or exemplary contributions and has played a defining role.

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CIM ACADEMICS

Regulations

Students are responsible for familiarity with CIM's published regulations both in the CIM Catalog as well as on-line policies and procedures, and for knowing their individual scholastic standing through reference to these regulations. Failure to read the CIM Catalog or CIM Student Handbook, which is readily available at cim.edu, does not excuse students from the rules and procedures described therein. Personal factors, illness, or contradictory advice from other sources are not acceptable grounds for seeking exemption from the published rules and procedures. Students do, however, have the right to petition for exceptions to regulations, and such requests should be addressed to the Dean.

CIM/CWRU Joint Music Program

Started in 1969, the Joint Music Program between CIM and CWRU represents one of the strongest and most successful academic alliances in the USA. It is a formal cooperative agreement for degree study at both the undergraduate and graduate levels. Each institution focuses on its strengths which complement those of the partner institution. CIM concentrates on the education and training of professionals skilled in the art of performance, music theory, eurhythmics, composition, and other related disciplines. CWRU concentrates on the fields of music history, musicology, music education, early music performance and popular music.

Campuses for each institution are adjacent, allowing for easy access to classes and lessons and providing opportunities for regular exchanges of ideas and joint projects.

At its simplest level, the Joint Music Program provides CWRU music majors with instrumental, vocal, and composition lessons, as well as theory classes at CIM. It provides CIM students with music history and general education classes at CWRU. The program also provides:

- A dual-degree option for CIM students
- A partnership between CIM's Robinson Library and CWRU's Kulas Music Library, with each collection complementing the other
- Academic advisement for DMA candidates

The program is overseen by the Joint Music Program Committee. The Committee meets at least once each semester, with faculty from each institution serving as committee members. The Joint Music Program Committee is co-chaired by the Dean at CIM and the Chair of the Music Department at CWRU. The Associate Dean for Arts and Sciences at CWRU is also a member of the Committee.

Bachelor of Science in Music Education

The curriculum for the Bachelor of Science in Music Education, conducted by CWRU and CIM as a part of the Joint Music Program, offers preparation for the Ohio Special Certificate in Music (all areas of music in grades K-12).

Students benefit from a wide range of instrumental, vocal, and general classroom methods courses. In addition, introductory courses in music education philosophy and research add a special dimension to the program. A seminar in music education, which is taken concurrently with course work in music education, provides students with opportunities to observe music teachers in area schools. Additional information is available from the [CWRU Department of Music](#).

Please note: CIM Bachelor of Music applicants who wish to apply for this degree program as a dual-degree option should apply to CIM, not to CWRU. Anyone who wishes to pursue it solely should apply to CWRU and not to CIM.

Undergraduate Programs

Bachelor of Music Degree

The Bachelor of Music degree is a professional baccalaureate degree. Students enrolled are expected to develop the knowledge, skills, concepts, and sensitivities essential to the professional life of the musician. To fulfill various professional responsibilities, a musician must exhibit not only technical competence, but also broad knowledge of music and music literature, the ability to integrate musical knowledge and skills, sensitivity to musical styles, and an insight into the role of music in intellectual and cultural life.

The Bachelor of Music program offers an intensive and comprehensive preparation for a professional career in music. An applicant should already have achieved a sufficient academic and musical background that demonstrates potential for successful completion of the intended course of study. All courses revolve around a core of studies in theory, eurhythmics, music history and literature, designed to provide a thorough musical education, with the additional educational breadth afforded by selected general education subjects. Performance and academic requirements are demanding, but ample hours are available for lessons, practice, and performance experience. Normal time to complete the Bachelor of Music degree is 4 years.

CIM offers several majors within the Bachelor of Music degree, most of which can be combined into double majors:

- Performance
- Composition
- Audio Recording
- Composition and Performance (Composer Virtuoso)
- Composition and Music Theory
- Performance and Music Theory
- Performance and Eurhythmics
- Composition and Eurhythmics

Although all course requirements, beginning on page 22, must be taken to complete the program, the yearly outline is primarily a guide. The distribution of courses may vary for individual students. Credit hours indicated are for the regular academic year of two semesters. General education studies other than freshman English (ENGL 150) are elective. Students may be required to take ENGL 148 Developmental Reading and Writing as a prerequisite to ENGL 150, if background warrants. After completion of MUHI 201 and MUHI 202, other music history and literature courses are selected with relevance to the major field of study.

Participation in ensembles is required of all majors. Yearly distribution of credits varies according to the major field and is flexible during the four-year undergraduate program. Keyboard majors with appropriate facility usually earn ensemble credits through accompanying. Others may earn credits through appropriate instrumental or vocal ensemble participation.

CIM purposefully limits enrollment in most areas to ensure maximum performance opportunities in preparation for professional life. This policy creates for the student a responsibility to provide performance services that may go beyond the minimum amounts indicated in the curricular requirements of this catalog.

Students may elect to add a minor at CIM. Minors are available in Performance, Composition, Music Theory, Audio Recording and Eurhythmics. Students should speak with the Registrar for information and process.

Graduation Requirements for all Undergraduate Programs

Candidates for the degree must complete the total number of credits as prescribed for their respective programs with a minimum of 120 credits and an average GPA of 2.00; complete 8 semesters of principal performance study; meet all requirements of repertoire, performance and curriculum, and complete all graduation requirements within six consecutive years from the date of initial enrollment. Students should refer to the degree audit sheets on the Registrar's web site for specific program requirements. Transfer students are subject to a minimum two-year, full-time residency requirement.

A recital performed in fulfillment of degree requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with degree expectations.

Double Major Programs

Applicants may be admitted as double majors or add a second major by the end of their second year. All requirements must be completed for both majors as outlined by this catalog. Double majors can impact time to degree, so it is important for students interested in pursuing this work closely with the Registrar to put together a plan. Double majors do incur a tuition surcharge as listed on the annual schedule of fees found at: <https://www.cim.edu/admissions/financialaid/coa>.

Double Major with Audio Recording

This program offers studies in professional audio recording skills as an adjunct to a conservatory program in performance or composition. If this program is added after the first year, it may require a total of 5 years for completion of the degree, this program requires a total of five years for completion.

All CIM admission requirements that pertain to Bachelor of Music degree programs apply to this program. An applicant must first be accepted as a performance, composition, or eurhythmics major. The student's work is evaluated on a regular basis, and unsatisfactory progress in the principal major is cause for suspension from the audio recording portion of the program, pending improvement. The following courses are added to the principal major for the sequence in Audio Recording:

First-Year

MUAR 151A-152A CIM Audio Recording Internship (0)
MUAR 200-201 Audio Recording I and II (4)
MUAR 202-203 Pro Tools (4)

Second-Year

MUAR 251A-252A CIM Audio Recording Internship (0)
MUAR 300-301 Advanced Recording Techniques (4)
MUAR 310-311 Recording Studio Maintenance (2)
MUAR 320-321 Acoustics of Music (2)

Third-Year

MUAR 253A-254A CIM Audio Recording Internship (0)
MUAR 302-303 Multitrack Recording Techniques (4)
MUAR 322-323 Recording Workshop (2)
MUAR 380 Junior Recording Techniques Thesis (3)

Fourth-Year

MUAP 390 Senior Recording Techniques Thesis (6)
MUAR 385 Recording Studio Internship (4).

Double Major in Composition and Performance (Composer Virtuoso)

The major in Composition and Performance is designed for the exceptional musician wishing to pursue a professional career as a composer/performer virtuoso. Emphasis will be on the refining and polishing of instrumental expertise—focusing on, but not limited to, the student's specific instrument(s)—while simultaneously developing and honing compositional skills for the creation of new repertoire. Requirements for completion of this degree include three recitals (including repertoire composed by the student), advanced skills courses (theory, ear training, etc.), supportive seminars and research projects in culture and composition seminars as well as ensembles (orchestra, chamber and the CIM New Music Ensemble). Students will spend one semester studying abroad at an educational institution that has an established relationship with CIM.

Double Major in Eurhythmics

This major prepares students to pursue teaching appointments in the field of eurhythmics. Students must have a minimum 3.0 cumulative GPA and the permission of the Eurhythmics department. Students must declare the double major in Eurhythmics prior to the beginning of their junior year; students cannot major solely in Eurhythmics. The yearly Double Major Fee will be charged for the junior and senior year.

Additional requirements for eurhythmics double majors:

Third Year

MUDE 305 Eurhythmics V (1)
MUDE 306 Eurhythmics VI (1)
MUDE 308 Eurhythmics VIII (1)
MUDE 310 Improvisation Techniques I (2)
MUDE 311 Improvisation Techniques II (2)
MUDE 322 Eurhythmics Pedagogy for Adult Students I (2)
MUDE 323 Eurhythmics Pedagogy for Adult Students II (2)
MUSP 201 Secondary Piano V (2)
MUSP 202 Secondary Piano VI (2)
DANC 103 First Year Modern Dance Techniques I (3)
DANC 104 First Year Modern Dance Techniques II (3)

Fourth Year

MUDE 307 Eurhythmics VII (1)
MUDE 320 Eurhythmics Pedagogy for Young Children I (2)
MUDE 321 Eurhythmics Pedagogy for Young Children II (2)
MUDE 350 Eurhythmics Keyboard Practicum (1)
MUDE 351 Eurhythmics Teaching Practicum (1)
MUSP 203 Secondary Piano VII (2)
MUSP 204 Secondary Piano VIII (2)
DANC 203 Second Year Modern Dance Techniques I (3)
DANC 204 Second Year Modern Dance Techniques II (3)

Notes:

(1) DANC courses satisfy General Education/Humanities credits
(2) MUDE courses satisfy Music Elective credits

Double Major with Music Theory

This program prepares students for graduate (PhD) study and for careers as professional music theorists. Students must have a minimum 3.0 cumulative GPA and permission of the Music Theory department. Students must declare the double major in Music Theory at the end of the sophomore year and no later than the beginning of the junior year; students cannot major solely in music theory. The yearly Double Major fee will be charged for the junior and senior year.

Additional requirements for the theory major

MUTH 424 Schenkarian Analysis (3)
MUTH 395/495 20th Century theory elective (3)
MUTH 395/495 theory elective (3)
Theory Major Literature Review (2)
Senior Thesis – Independent Study (2)
GRMN 101 & 102 Elementary German (8)
OR
FRCH 101 & 102 Elementary French (8)

Five-Year Dual-Degree Programs

Under the CIM-CWRU Joint Music Program, qualified CIM undergraduate applicants may undertake one of several dual-degree programs, at the completion of which the student receives two baccalaureate degrees. If the additional major is in music education, the degrees awarded would be the Bachelor of Music and the Bachelor of Science in Music Education. Students may also pursue dual-degree programs with the additional major in a non-music subject offered at CWRU.

Dual-degree programs require a five-year distribution of course work. Early declaration of intent to undertake such a program is important to ensure a balanced distribution of courses.

Please note: Persons who wish to apply for a dual-degree program with the CIM Bachelor of Music degree as one of the components should apply to CIM, not to CWRU.

Artist Certificate Program

The Artist Certificate is a special undergraduate credential granted upon demonstration of an extraordinary level of performance skills. Candidates may major in bassoon, cello, clarinet, double bass, flute, classical guitar, harp, harpsichord, horn, oboe, organ, piano, timpani and percussion, trombone, bass trombone, trumpet, tuba, viola, violin, and voice.

Audition procedures exercise the highest degree of selectivity and a live audition is required. Application procedures, admission examinations, and admission requirements are the same as for all other undergraduate programs.

This full-time program typically includes the following each semester: major studies (6 credits), intensive ensemble participation, including orchestra for orchestral instrument majors (3 credits), and a minimum of one course in music theory, eurhythmics, or music literature or electives taken at CWRU through the Joint Music Program. Students may elect to take additional course work beyond the full-time minimum of 12 credits per semester. Additionally, each student annually presents a recital or other approved performance event and completes all jury requirements as published for the Bachelor of Music program. A recital performed in fulfillment of program requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with program expectations.

Candidates must complete at least three years (six consecutive regular semesters) in full-time residence. The normal maximum time allotted for completion of requirements is considered to be nine consecutive semesters from the date of initial enrollment. Candidates apply for graduation through the Registrar's Office and submit project and recital materials, along with a portfolio of artistic achievements for evaluation by the Dean and the major department.

It should be noted that the Artist Certificate is not an undergraduate degree but rather a credential awarded in recognition of outstanding musical achievement. This program

is not intended for students anticipating the pursuit of graduate degree studies though it could lead to graduate diploma study at CIM. Normal time to complete the Artist Certificate is 3 years.

Gainful employment information concerning recent graduates of the Artist Certificate program is found at <http://cim.edu/financialaid/AC/Gedt.html>

Graduate Programs

Master of Music Degree

CIM offers several majors within the Master of Music degree:

- Performance
- Composition
- Composition and Performance (Composer Virtuoso)
- Orchestral Conducting
- Collaborative Piano
- Performance and Suzuki Pedagogy

This program provides an opportunity for the student who has acquired a solid undergraduate foundation in the major area to work intensively for continued professional growth. The degree develops advanced capacities to work independently and make effective artistic and intellectual judgments and professional decisions in the area of specialization. Students demonstrate professional competence in the area of specialization before peers and faculty, and produce a final project or its equivalent reviewed by faculty. Normal time to complete the Master of Music degree is 2 years.

Applicants must demonstrate knowledge and skills equivalent to those who have completed CIM undergraduate programs. Audition and admission examinations are evaluated on that basis and help to shape the overall construction of an individual's program of study. The program may also include deficiency course work, the credit for which is not applicable toward fulfillment of degree requirements. Overall individual program requirements, including those courses that are applicable to the degree and deficiency courses that are not, are determined by means of audition, admission examinations, and transcript evaluation.

Candidates must complete a minimum of two academic years (four consecutive regular semesters) in residence as a full-time student at CIM.

CIM also offers Concentrations in several disciplines. Students are able to add:

- Eurhythmics
- Piano Pedagogy
- Early Music (in cooperation with Case Western Reserve University)

Students who are interested in one of the above Concentration should speak with the Registrar for further details.

The course outlines in this catalog show the usual distribution of credits, but are flexible. Admission examination results may necessitate the addition of deficiency course work. Students demonstrating either proficiency or comparable graduate study in specified areas may elect other courses toward the fulfillment of requirements. Elective credits are restricted to offerings within the field of music; non-music electives are possible only when they are germane to the particular course of study and are approved

by the Dean. Students intending to seek approval for non-music electives must petition the Dean in writing during the Drop/Add period at the beginning of each semester. Any student may be able to complete one or more semesters of off-campus internship (MUGN 450) if deemed necessary for professional and artistic growth in consultation with the faculty.

CIM purposefully limits enrollment in most areas to ensure maximum performance opportunities in preparation for professional life. This policy creates for the student a responsibility to provide performance services that may go beyond the minimum amounts indicated in the curricular requirements of this catalog.

Major Requirements

Performance

Two solo recitals are required of all performance majors. Graduate students do not perform jury examinations, though all new graduate brass students are scheduled for a hearing in their first semester. Required recitals constitute examination and are approved when the vote is affirmative. Exception: the Piano Department conducts performance hearings for all piano majors at the end of every Fall semester.

A recital performed in fulfillment of degree requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with degree expectations.

Orchestral Conducting

In addition to working with the Repertory Orchestra, students are required to assist in management of the CIM Orchestral Program, to attend all CIM orchestra rehearsals, to understudy when it is appropriate, to assist with sectional rehearsals as needed, and to help with the orchestra library. Students are encouraged to attend sectional rehearsals, Cleveland Orchestra rehearsals, and CIM opera music and staging rehearsals. Students present two concerts separated by at least five months. Each program must include a work for soloist with orchestra, and students are expected to do research in preparation of commentary to the audience. Performance in ensembles is permitted only if the major instructor determines that it would be practical or necessary. Students confer with the major instructor regarding course selection in history and literature, language, theory, analysis, and other electives.

Composition

Composition students must complete the following: a thesis, which may be a composition in a form approved by the major teacher, and a full-length recital of original chamber music, written subsequent to matriculation at CIM, in which the composer participates as a performer or conductor.

Composition and Performance

The major in Composition and Performance is designed for the exceptional musician wishing to pursue a professional career as a composer/performer virtuoso. Emphasis will be on the further refining and polishing of instrumental expertise—focusing on, but not limited to, the student's specific instrument(s)—while honing compositional skills for the creation of new repertoire. Requirements for completion of this degree include two recitals (including repertoire composed by the student), advanced skills courses (music theory, ear training, etc.) as well as supportive seminars and research projects in culture and composition seminars, as well as ensembles (orchestra, chamber and the CIM New Music Ensemble).

Comprehensive Examination

All M.M. candidates take written Comprehensive Examinations in music theory during the fall of their second year of study. The music theory exam is a multiple choice test. It covers seven core areas (rudiments, voice leading, tonal analysis, aural skills, form, counterpoint, and post-tonal techniques). A study guide is available to new students upon matriculation to assist in focusing study throughout the program. A score of 70% is required to pass the exam. Students who do not pass the theory exam can retake the test the following spring. If they do not pass a second time they can petition to retake the exam before graduation.

The MM Candidates take a written Comprehensive Examination in Music Theory. The Candidate must demonstrate knowledge of the principal area of student with particular emphasis on the interrelationship of performance, music history and literature. The exam may be taken either in the Fall or Spring semester of the second year of study.

The evaluating faculty determines if the candidate:

- a. passes with no further examination required;
- b. conditional passes with partial written re-examination required; or
- c. fails, with full re-examination required in the next regular semester.

In the historical essay (one hour), the selected work should be described in its historical context:

- a. A copy of the recital program you will be writing on and an annotated bibliography will be provided to the faculty prior to the Comprehensive exam.
- b. Briefly note the circumstances under which the work was composed (if these can be determined): commissioned work? For specific performers? Fulfilling the terms of the composer's employment? etc., etc. Do these circumstances help explain some of the work's characteristics?
- c. Place the work in the history of musical styles: To what extent does the work exist within a tradition established by the preceding generation(s) and by its contemporaries? To what other works (by the same composer or others) may the work most fruitfully be compared or contrasted? How does the work make use of (or depart from) the style and/or structure assumptions of its time and genre?

Graduation Requirements

Applicants for graduation must: complete a minimum of 35 semester hours, not including deficiency course work; meet all academic standards and requirements (See Regulations: Academic Standing and Academic Progress.); fulfill the two-year residency requirement; meet all performance requirements, successfully complete the Comprehensive Examinations; complete all graduation requirements within three years from the date of initial enrollment. Additionally, voice majors must show proficiency* in French, German, and Italian; orchestral conducting majors must attain piano proficiency at the level of MUAP 314 and show proficiency* in two of the following languages: French, German, or Italian. Composition majors must deposit a properly titled, duplicated and bound copy of the Master of Music Composition Thesis in the CIM Library (The Library copy must follow published format standards — available from the Composition Department).

*Language proficiency is demonstrated either by one year of collegiate-level study or by departmental examination.

Professional Studies Diploma

The Professional Studies Diploma program is a special graduate, non-degree course of study that addresses the needs of individuals preparing for performance careers. In this program, ongoing development of technique and musicianship is accomplished in a non-degree context, with emphasis placed on private lessons, practice, ensemble participation, and preparation for professional auditions. Candidates may pursue study in the following areas: piano, harpsichord, organ, collaborative piano, voice, violin, viola, cello, double bass, harp, classical guitar, flute, oboe, clarinet, bassoon, trumpet, horn, trombone, bass trombone, tuba, timpani and percussion, orchestral conducting, and composition. Application procedures, audition repertoire, admission examinations, and admission requirements are the same as for all other graduate programs.

The program consists of three performance projects, at least one of which takes the form of a full recital that can include both solo and chamber music. Other projects might include an opera role, a mock audition that would simulate professional audition conditions, a professional recording, or other form of presentation approved by the individual department. A recital performed in fulfillment of program requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with degree expectations.

Candidates must complete at least two years (four consecutive regular semesters) in full-time residence at CIM and are required to participate routinely in ensembles, as assigned. Candidates in collaborative piano are required to undertake secondary keyboard studies; piano candidates are required to complete two semesters of MURP 407 Piano Practicum. Professional Studies students must maintain full-time status for the duration of the program, and the maximum time allotted for completion of all requirements is three consecutive years from the date of initial enrollment. It should be noted that the Professional Studies Diploma is not an academic degree. Normal time to complete the Professional Studies Diploma is two years.

Gainful employment information concerning recent graduates of the Professional Studies Diploma program is found at cim.edu/financialaid/PS/Gedt.html.

Artist Diploma

The Artist Diploma is a special graduate, non-degree certificate granted upon demonstration of an extraordinary level of performance skills in recognition of outstanding musical achievement. This program often functions as a terminal program of study centered on the art of performance. In some cases, it can function as a program that prepares students for further study at the doctoral level; in some cases, it is a program that can follow completion of study in CIM's Professional Studies Diploma. Normal time to complete the Artist Diploma is 2 years. CIM's Concertmaster Academy is a specialized and focused one-year program within the Artist Diploma and provides intensive study for students who wish to develop the skills required in the leadership position of concertmaster. The program is designed for students who have excelled in orchestral performance, or who may currently have a position as a section player in a professional or semi-professional orchestra.

Candidates may pursue study in the following areas: piano, harpsichord, organ, collaborative piano, voice; violin, Concertmaster Academy, viola, cello, double bass, harp, classical guitar, flute, oboe,

clarinet, bassoon, trumpet, horn, trombone, bass trombone, tuba, and timpani and percussion. Application procedures, audition repertoire, admission examinations, and admission requirements are the same as for all other graduate programs.

Audition procedures exercise the highest degree of selectivity and a live audition is required. Students who do not successfully complete the first recital may continue study in the Professional Studies program.

Performance requirements for the Artist Diploma consist of the presentation of three full recitals that include solo repertoire only. A recital performed in fulfillment of program requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with degree expectations.

Candidates must complete at least four consecutive regular semesters in full-time residence at CIM and participate routinely in ensembles, as assigned; candidates in collaborative piano are required to undertake secondary keyboard studies. Artist Diploma students must maintain full-time status for the normal duration of the program (four semesters), and the maximum time allotted for completion of all requirements is three consecutive years from the date of initial enrollment. It should be noted that the Artist Diploma is not an academic degree. Financial aid is not guaranteed beyond the normal duration of program.

CIM's Concertmaster Academy provides intensive study within the Artist Diploma program for students who wish to develop the skills required in the leadership position of concertmaster. Additional aspects of the Concertmaster Academy include a one-year program of study; lessons and coaching with William Preucil, concertmaster of The Cleveland Orchestra; attendance at all Cleveland Orchestra rehearsals, each followed by discussion with Mr. Preucil; study of part preparation for Cleveland Orchestra repertoire; concentrated work on standard audition solos and key repertoire. Performance requirements for completion of the program include three mock auditions for a concertmaster position.

The major in Composition and Performance (Composer Virtuoso) is designed for the exceptional musician wishing to pursue a professional career as a composer/performer virtuoso. Emphasis will be on the refining and polishing of instrumental expertise—focusing on, but not limited to, the student's specific instrument(s)—while simultaneously developing and honing compositional skills for the creation of new repertoire. Requirements for completion include three recitals (including repertoire composed by the student) and supportive seminars in composition and culture, as well as ensembles (orchestra, chamber and the CIM New Music Ensemble). It is fully expected that students in this program will have already achieved significant success in their instrumental discipline, and may well be concertizing, receiving commissions, etc., completing all aspects of the program at the most professional level.

Gainful employment information concerning recent graduates of the Artist Diploma program is found at cim.edu/financialaid/AD/Gedt.html.

Doctor of Musical Arts in Performance or Composition

The degree of Doctor of Musical Arts in Performance or Composition is intended for candidates with outstanding ability as performers or composers who demonstrate deep and detailed knowledge of their major fields, as well as comprehensive



understanding of related subjects. The degree is also intended for those planning to work at the most advanced academic and professional levels of musical endeavor. Students admitted to doctoral study are expected to achieve competencies that enable them to function consistent with their specializations as musicians, as scholars, and as teachers who can communicate effectively both orally and in written form. The program is highly flexible, adapted to, and reflective of the needs of individual students. An applicant for admission to the DMA program must possess a Master of Music Degree or its equivalent, *with a major in the same principal area in which admission is being sought*. Normal time to complete the Doctor of Musical Arts is 3 years.

Residence Requirements

Although a minimum of one academic year in residence (two consecutive regular semesters) is required as a full-time student, applicants should expect to spend three years of full-time study in this program.

Degree Requirements

CIM purposefully limits enrollment in most areas to ensure maximum performance opportunities in preparation for professional life. This policy creates for the student a responsibility to provide performance services that may go beyond the minimum amounts indicated in the curricular requirements. Along with performance requirements, a minimum of 33 credits (typically eleven 3-credit courses) of academic course work must be completed. Course work typically includes music theory, history, literature in the student's principal area, and related non-musical subjects. Students are required to enroll in ensembles, secondary performance areas, and other focused areas as appropriate to their fields. Any student may be able to complete one or more semesters of MUGN 450 if deemed necessary for professional and artistic growth in consultation with the faculty. Additionally, voice majors must show proficiency in French, German, and Italian. Language proficiency is demonstrated either by one year of collegiate-level study or by departmental examination.

The entering DMA student, during his or her first year of study, has qualifying status. During this period, the student must demonstrate the capability to balance successfully the myriad components entailed in pursuing doctoral study. Through close interaction with the major teacher, the DMA Coordinator, and academic faculty (particularly CWRU music history faculty), the student must demonstrate superior time-management skills, scholarly writing skills, the ability to undertake graduate research, and, most importantly, measurable progress in his or her applied performance area.

At the end of the second semester of the qualifying year, the DMA Committee reviews the progress of the student and evaluates his or her assimilation into the program. If the DMA Committee determines that the student has demonstrated the ability to be successful, then the Committee recommends to the Dean of the Conservatory that the student be advanced to Full Academic Standing. Upon such recommendation, the Dean notifies the student in writing of his or her promotion to Full Academic Standing. Should a student not be advanced to Full Academic Standing, then that student may be placed on Academic or Artistic Probation, depending upon the area in which progress has been insufficient to warrant promotion. To remain in satisfactory academic standing and avoid being placed on academic probation, DMA students must maintain a 3.0 grade-point average, receiving no grades below "B" in applied lessons and no grade below "B-" in all other courses. A student receiving a grade lower than "B-" in any class is placed on academic probation until he or she regains satisfactory academic standing.

Students must remain enrolled in their major area for the duration of full-time study. For all DMA students, the maximum time between enrollment as a DMA student and the completion of all degree requirements is not to exceed six consecutive years. Note that DMA students are not eligible for Leaves of Absence except in extraordinary circumstances, as determined by the Dean of the Conservatory. Students must be continually enrolled for a minimum of one credit hour until all degree requirements have been met.

Students in performance must present four solo recitals, one of which may be supported by a scholarly research document. Students are assigned a document advisor for this project. Advisors are assigned from appropriate CWRU Music Department faculty or CIM Theory Department faculty.

In order to maintain correct sequencing, students may not give the fourth performance recital until the document is completed. In certain instances, and with approval of the major department, a lecture-recital may be substituted for one of the recitals. A recital performed in fulfillment of degree requirements cannot be considered retroactively as a recital requirement for any other degree or program. Students should work closely with faculty in advance to ensure that recital content aligns appropriately with degree expectations.

Students in composition must present a chamber music recital, in which the composer participates as performer or conductor, consisting of no less than 60 minutes of original music. Students must submit a substantial research/analytical document, under the supervision of an appointed document advisor, dealing with some aspect of Twentieth-Century music, typically focusing on one or several works by a single composer. The composition thesis must be a major orchestral work of at least 15 minutes duration. A thesis written for another large genre (such as opera or wind ensemble) might be approved in lieu of an orchestral work, at the discretion of the major teacher.

All students must pass the Comprehensive Written Examinations in music theory and music history. Once the Written Examination requirements in both areas have been met, the candidate is scheduled for the Oral Examination. Additional information is available in the [DMA Handbook](#).

Study Abroad

The Cleveland Institute of Music has exchange agreements with the following institutions abroad:

- Budapest: Liszt Ferenc Academy of Music
- Copenhagen: Royal Danish Academy of Music
- Glasgow: Royal Conservatoire of Scotland
- London: Royal Academy of Music
- Manchester: Royal Northern College of Music
- Paris: Conservatoire National Supérieur de Musique et de Danse de Paris

These programs are highly selective and can accommodate only a few students each year. Applicants are subject to faculty and dean approval, and the approval of the host institution. The exchanges usually take place in an undergraduate student's third year and last for one semester. All exchanges are expected to be reciprocal, ideally with CIM and the overseas institution exchanging students within the same major (e.g. flute for flute, or cello for cello, etc.).

Candidates must be in good academic standing and may need to meet language requirements in order to be considered for certain institutions. Students who undertake this program may have to delay their graduation date if they are unable to complete CIM requirements on time. The CIM Registrar will advise on the transferability of overseas credits as well as the possibility of graduation delay. All participating students continue to pay tuition to their home institutions and receive tuition waivers at the exchange institution.

Please see the Senior Associate Dean for more information about the possibility of participating in an exchange to study abroad.

Regulations

Statutes of Limitation

The statutes of limitation for the various programs offered by the Cleveland Institute of Music are as follows: Undergraduate programs — 12 consecutive regular semesters; Artist Diploma — 6 consecutive regular semesters; Master of Music — 6 consecutive regular semesters; Professional Studies — 6 consecutive regular semesters; Doctoral of Musical Arts — 12 consecutive regular semesters, **at quality levels not warranting academic probation**. Continuous enrollment is mandatory, unless an official Leave of Absence has been granted.

Attendance

Students are expected to attend all class sessions beginning with and including the first class session. Students must have begun attendance, with documentation, in their classes in order to meet the eligibility requirements for financial aid disbursement. A form is provided to each student by the Financial Aid Office at the beginning of each semester requiring a faculty signature. As it is CIM policy for all students to be present and in attendance no later than the end of the first week of classes, this is how CIM will review and document this regulation. In very limited cases, exceptions to allow a late arrival may be made, only with specific advance notice and prior approval by the CIM Registrar. For more details about the attendance policy as it relates to financial aid disbursement and eligibility, please refer to the Financial Aid Student Attendance Policy section of the 16-17 Financial Aid Information Guide at https://www.cim.edu/assets/downloads/financialaid/finaid_guide.pdf.

The CIM environment provides learning opportunities that may from time to time conflict with regularly scheduled classes. Students have the responsibility of managing their own time so that maximum educational benefit can be derived from such events without unduly impacting curricular studies. Students may obtain an "Absence from Class Form" from the Registrar's Office. The form is to be completed and returned to the Registrar's Office. Please note that completion of the form does not excuse students from class. The student is required to be familiar with the attendance policies of each class and department and to make arrangements with professors should an absence for musical reasons be anticipated.

In the unusual circumstance that a student must miss an ensemble rehearsal or performance, all necessary arrangements for a substitute must be made by the student with the approval of the Ensembles Coordinator and with adequate preparation time for the substitute.

Students who wish to undertake non-CIM performance engagements must in all cases obtain prior approval from the instructor when they conflict with attendance. An instructor is not obligated to grant an excused absence.

Grading System

The Cleveland Institute of Music uses the following grading system:

Grade	GPA / Definition
A+ / A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00
P	Passing (Pass/Fail courses)
PC	Pass with concern (Jury and Recital Grade only)
W	Withdrawal w/out grade
I	Incomplete
R	Undergrad course that extends for more than 1 semester
S	Satisfactory (Acceptable DMA document work; may require continued enrollment)
U	Unsatisfactory (Unacceptable DMA document work)
AD	Satisfactory Audit
NG	Unsatisfactory Audit

- Academic averages are computed by dividing quality points earned by the number of credit hours attempted, excluding transfer credits and any courses with grades of "P", "PC", "R", or "S".
 - The grade of "I" (Incomplete) is given at the discretion of the instructor, provided:
 - there are extenuating circumstances, explained to the instructor before the assignment of the grade, that justify an extension of time beyond the requirements established for other students in the class, and the student is doing acceptable work at the time of the request.
 - there is only a small segment of the course to be completed, such as a term paper, for which the extenuating circumstances justify an exception. An Incomplete grade may not be given if a student is absent from a final examination, unless the Dean's Office has authorized the absence. Unauthorized absence from a final examination may result in a grade of "F".
 - that the student completes all work, in which case the "I" is changed to a letter grade. All work for the Incomplete must be made up and the grade change recorded in the CIM Registrar's Office on or before the date specified in the academic calendar. In certain cases, such as students on academic probation or graduating students, the Registrar may prescribe an earlier date for completion of courses with "I" grades. Failure to meet these deadlines results in a permanent grade of "F".
- University Incomplete regulations apply for CWRU courses.
- The grade of "W" (Withdrawal) is given to students withdrawing from courses after the drop/add period and by the end of the tenth week. Students withdrawing from courses later than the eleventh week normally receive a grade of "F". In unusual circumstances, the Office of the Dean may permit a student to withdraw from a course after the deadline and receive a "W". Withdrawal from a course is possible only with



the signature of the course Instructor. Failing to attend class or merely giving notice to the instructor does not constitute formal withdrawal and results in the grade of "F".

- Courses for which failing grades are given remain on the student's record, even though such courses may be repeated with passing grades.
- The Pass/Fail Option is available under the following conditions:
 - Undergraduates in good standing may elect to take one course each semester on a Pass/Fail basis. Credit is earned only when such a course is passed.
 - The Pass/Fail Option is available to undergraduate students only in the areas of General Education, and any course taken beyond the requirements of the degree program. ENGL 150 may be taken Pass/Fail, but an earned grade of "C" or higher is required to complete the course. If grade of D is earned in ENGL 150, student must take ENGL 180 to complete requirement.
 - Students must declare intent to elect the Pass/Fail Option by the end of the tenth week. The appropriate forms are available in the CIM Registrar's Office.
 - Under this option, any passing grade earned from "A+" to "D-" appears on the student's record as "P" (Pass). Courses passed in this manner may apply toward fulfillment of degree requirements but are not a part of grade-point calculation. A failing grade appears as such and counts as a part of the grade point average.
 - For CIM students in CIM/CWRU Dual-degree Programs, CWRU regulations may apply; see the CIM Registrar for clarification.
 - The CWRU Pass/No Entry Option is not available to CIM students.
 - Graduate students may elect the Pass/Fail Option only in those courses that are in excess of the degree requirements.
 - With the exception of MUTH 003, deficiency courses not applicable toward fulfillment of degree requirements are automatically recorded on a Pass/In Progress basis.

Credit Hour Assessment

At the Cleveland Institute of Music, 1 credit hour normally equates to 50 minutes of instruction time; accordingly, a 2 credit course normally involves 100 minutes of instruction, and a 3 credit course normally involves 150 minutes of instruction. It is generally expected that a work load outside of class would involve approximately 2-3 hours of study per credit hour, for each week of the semester; the semesters at CIM last for 15 weeks of instruction, in addition to exam and performance jury periods.

There are variances in this general principle, based on certain emphases within programs. Some examples of these variances can be seen as follows:

- (i) in the undergraduate degree program (BM), primary lessons carry 3 credits each semester for the first 2 years; in the junior and senior year, primary lessons carry 4 credits each semester. The junior and senior recital requirement carries with it the expectation of a higher level of work on the part of the student outside of the teaching portion of the class, in the form of recitals and juries. In the performance diploma programs (Artist Certificate, Professional Studies, and Artist Diploma), primary lessons carry 6 credits, based on the expectation that not only is the performance level at a significantly higher level, but the work outside of the teaching time should be greater, given the higher-level performance requirements for these programs.
- (ii) An independent study may be assigned a credit load of 1 or 2 credits, based on the nature of the independent study proposal. The

assignment of credit for an independent study is made by the Dean of the Conservatory, in consultation with the Registrar and the faculty member overseeing the proposal.

(iii) In the eurhythmics sequence, the first two semesters of study meets twice a week for two 50-minute sessions for 1 credit; subsequent to this first year of study, courses meet once a week for one 50-minute session for 1 credit.

(iv) In the undergraduate theory sequence, the first 4 semesters of coursework carry 4 credits per semester, meeting 5 times per week for 50 minutes, equating to 62.5 minutes of instruction per credit hour; after the 4th semester, class credit is 3 credits, meeting 3 times a week for 50 minutes, equating to 50 minutes of instruction per credit hour.

Credit Hour Calculation is found online at:

http://www.cim.edu/conservatory/credit_calculation.php

CIM's metrics for measuring Satisfactory Academic Progress (SAP), which includes calculations of minimum credits earned and minimum academic benchmarks to be attained are found in the SAP policy, located at: <http://www.cim.edu/assets/downloads/college/sap.pdf>

Credit Hour Procedures

Curricular requirements are housed in the Office of the Registrar. Changes in any curricular requirements to degree or diploma programs are first submitted to the Curriculum Committee. The Curriculum Committee will vet and approve all changes. The Curriculum Committee will examine the merits of new course proposals approve all credit hour assignments prior to sending to Faculty Senate for final approval.

CIM's Credit Hour Assessment Procedure is found online at:

http://www.cim.edu/conservatory/credit_assessment.php

Transfer of Credit

At the time of admission to the Cleveland Institute of Music and upon presentation of an official transcript from each institution previously attended, credit will be awarded for courses equivalent or comparable to those offered by the University and completed with a grade of C or better. Any such courses taken prior to the student's graduation from high school must be listed in the college's catalog among courses offered for degree credit to the college's undergraduates, taken in the company of matriculated college students, and organized and taught by college faculty. In addition, to be considered for transfer credit, such courses must not have been used to fulfill high school graduation requirements. The awarding of transfer credit is determined by the Conservatory Registrar in consultation with the appropriate department.

Transfer applicants and current CIM students may have earned credits from other accredited institutions transferred to CIM. Such transfer credits are applicable toward fulfillment of CIM program requirements, under the following conditions:

- The student must request that an official transcript of transfer work be forwarded to the CIM Registrar.
- Credits are transferable only if the course grade is a "C" or higher. Therefore, courses completed on a Pass/Fail basis do not transfer unless the school where such courses were taken has a published policy stipulating that Pass is equivalent to at least a grade of "C".
- In placing approved transfer courses on the CIM permanent record, only credit appears. Grades in transfer courses do not appear and do not affect the CIM grade-point average.
- Transfer credit earned in theory, music history/literature, and performance courses is subject to CIM faculty evaluation as a prerequisite for transfer. CIM equivalency examinations may

be required to determine transferability of credits in these areas. Advanced Standing credit in core music subjects is awarded by Placement Examination. The number of credits awarded is determined by the demonstrated skill level of the incoming student, not by the number of previously earned credits at another institution.

- Transfer credits for additional nonelective course work are based upon evaluation of a student's transcript and required CIM equivalency examinations, which must be completed during the first semester of study at CIM.
- CIM only accepts credit for 2 online courses from an accredited 4-year college/university (as fulfillment of general education requirements);
- Course work intended to fulfill CWRU major or minor program requirements is transferable only with the approval of the appropriate CWRU department. Such approval must be sought additionally before undertaking study at another institution.
- Credits earned at schools operating on a quarter system are reduced by one-third when converted to CIM's semester-credit equivalency.
- Graduate students are limited to a maximum of six transfer credits. Though undergraduate transfer applicants have no such credit limitation, all transfer students, except DMA applicants, are subject to a minimum two year, full-time residency requirement.
- Current CIM students must obtain prior approval from the CIM Registrar for transfer course work and receive a letter of approval for transient study, which is required by the host institution.

Final determination of transfer status cannot be made until final transcripts from all previously attended schools have been received, all appropriate admission testing has been completed, and all necessary examinations for non-elective course work have been evaluated. Each transfer student meets with the CIM Registrar to confirm final status. All transferred credits are applicable toward fulfillment of CIM diploma or degree requirements.

Veterans

Veterans of US Armed Forces and their dependents who are entitled to benefits under government regulations are responsible for notifying the Registrar of required forms to be supplied. Students receiving assistance from the Veterans Administration are subject to the following regulations:

- Federal regulations stipulate that in order for eligible students to receive Veterans' benefits they must pursue degree programs.
- Students eligible for VA educational allowance who do not increase their grade-point average to that required at the end of the first probationary period are terminated for VA payment purposes. At CIM, therefore, such a student may not remain on probation for more than one semester.
- Courses from which a student has withdrawn (except during the official Drop/Add period) are included as 0 (zero) credit earned when determining the cumulative grade-point average for Veterans Administration payment purposes, unless that withdrawal is due to extenuating circumstances.

Academic Standing and Academic Progress

Students must maintain good academic standing and make [Satisfactory Academic Progress \(SAP\)](#) toward completion of their programs of study. Study is available only on a full-time basis, and students must maintain full-time status by continuously carrying a minimum of 12 credits per semester (undergraduates) or 9 credits per semester (graduates). In unusual circumstances, part-time enrollment may be permissible, but only in the final semester of degree study, if residency requirements have been fulfilled. Scholarship funds are available only for full-time students.

There is formal monitoring of academic standing and satisfactory progress at fixed intervals — at mid-semester, at the close of each semester, and at the end of each student's academic year (a two-semester cycle). Mid-semester Unsatisfactory Progress Reports, issued by the Registrar upon the advice of the faculty at the mid-point of each term, serve to officially alert students to unsatisfactory or failing status. The intent of the mid-semester report is to provide an early warning that allows time for the student to take appropriate corrective action. At the close of each semester, the student's cumulative grade-point average (GPA) is reviewed. The following minimum standards guide GPA qualitative assessment and are necessary for the maintenance of good academic standing:

- Undergraduate students must achieve and maintain a minimum cumulative Academic GPA of 2.00 out of a possible 4.00. Academic GPA is calculated from all non-applied course work (applied courses carry the MUAR, MUEN, or MURP prefix). Achievement of a 2.00 minimum cumulative GPA (including applied courses) is prerequisite for conferral of an undergraduate degree or diploma.
- Graduate students must achieve and maintain a cumulative grade-point average (GPA) of 2.75. Achievement of a 2.75 minimum cumulative GPA is prerequisite for conferral of a graduate degree or diploma.
- DMA students must maintain a cumulative grade-point average (GPA) of 3.00, and maintain a 3.00 GPA in the principal area of study, defined as the CIM major subject, for each semester of study. At the close of each DMA student's school year (a two-semester cycle), a determination is made by the Dean of the Conservatory as to the student's satisfactory progress towards the degree. Achievement of a 3.00 minimum cumulative GPA is prerequisite for conferral of the degree.
- A student who fails any course is given one additional opportunity to pass that course. If the course is not passed on the second attempt, that student is placed on Academic Probation. A student who fails MUTH 003 (remedial theory) is placed on Academic Probation. Failure to pass MUTH 003 on the second attempt results in separation. A student who fails MUTH 400 A/B is placed on Academic Warning. If unable to pass on the second attempt, program change is required.
- A student's academic progress toward completion of a program of study is monitored continuously. To maintain satisfactory academic progress, undergraduates must earn the necessary minimum number of credits and appropriate advancement in all required areas. The following guidelines for advancement in undergraduate class standing assume maintenance of full-time status each semester:

Second-year Standing - 24 credits earned, placement at the sophomore level in the principal area of study, completion with passing grades of two semesters of theory, and satisfactory completion of two semesters of applied lessons.

Third-year Standing - 48 credits earned, placement at the junior level in the principal area of study, successful completion of MUHI 202, and satisfactory completion of four semesters of applied lessons.

Fourth-year Standing - 72 credits earned, placement at the senior level in the principal area of study, successful completion of MUTH 202 and MUTH 312 or MUTH 320, and satisfactory completion of six semesters of applied lessons.

Fifth-year Standing - 96 credits earned and senior placement in the major of study.

Full-time course loads for individual students in excess of 18 semester hours are subject to surcharge.

In determining credits earned, only completed credits are applicable; those associated with Incomplete, Withdrawal, Audit, or Unsatisfactory/Failing grades are not considered for purposes of class standing.

Lack of satisfactory progress can result from failure to complete in a timely fashion the recommended sequence of curricular requirements as outlined in the catalog. Since the distribution of curricular requirements is flexible to some degree, at the end of each semester the Office of Financial Aid provides notice of failure to make **Satisfactory Academic Progress**, based upon a review of student records. The student's advisor also monitors curricular progress. It is the student's responsibility to meet with the advisor and discuss current standing during each of the pre-scheduling periods that occur while the student is enrolled.

Maintenance of appropriate artistic levels in the major field constitutes the final criterion by which satisfactory progress is measured (See: *Artistic Probation and Separation*, this page.) Artistic progress is monitored by the major instructor in weekly lessons, and by departmental committees, during performance juries at the end of first, second, and third years of undergraduate study.

Advanced Standing

Advanced Standing Credit by Examination is awarded upon successful completion of an appropriate CIM/CWRU examination. Students may petition for consideration of such credit through appropriate departmental or divisional channels.

Artistic Probation and Separation

A student is placed on Artistic Probation upon receipt of a grade lower than "B-" in the major subject. The student's transcript will reflect the probationary status.

A student placed on Artistic Probation has one regular semester in which to restore the minimum standards for maintenance of good standing and satisfactory progress. Students placed on Artistic Probation who fail to regain good artistic standing are separated from CIM, and transcripts of such students then reflect separation. A separated student may reapply for admission one year after the date of separation.

A student may be separated without a period of probation if, in the opinion of the major instructor, the department head, the division chairperson, and the Dean, the student's progress has not been sufficient to warrant retention in the program.

CIM considers it part of its educational function to provide career guidance to those who may discover, after a sufficient period of study and evaluation, that they have limited potential for success in their desired fields. To this end, at the undergraduate level, the sophomore jury examination in the principal area of study serves as a determination point. At that time the appropriate faculty examination committee evaluates the student's potential for career success (in keeping with the objectives of CIM and its various departments) and makes a recommendation regarding advancement to the junior-senior levels. If the faculty feels the student would benefit by discontinuing study in the CIM program, then that student, at any level, would be counseled accordingly. A recommendation subsequently would be forwarded to the Dean for official transmittal to the student.

Academic Probation and Separation

The Dean has the authority to place on probation, or to remove from probation, at any time, a student whose academic standing and progress so warrants. Students are placed on Academic Probation when they are unable to maintain good standing and satisfactory progress in the academic aspects of their programs of study. Such students receive written notice from the Dean before the beginning of the following school session and transcripts then reflect probationary status. A student placed on Academic Probation has one semester in which to restore the minimum standards for maintenance of good standing and satisfactory progress.

Students placed on Academic Probation who fail to regain good academic standing and satisfactory academic progress have one final semester in which to restore the minimum standards. Such students receive written notice from the Dean before the beginning of the following school session.

Students who have not achieved good academic standing after the second semester of Academic Probation are separated from CIM. Such students receive written notice from the Dean before the beginning of the following school session and transcripts then reflect separation. A separated student may reapply for admission one year after the date of separation.

A student may be separated without a period of probation for the following reasons:

- A full-time student's Academic GPA for the semester is less than 1.00.
- A full-time undergraduate student has earned a total of less than 18 credits in the two consecutive semesters that constitute that student's academic year.
- A full-time graduate or DMA student has earned a total of less than 15 credits in the two consecutive semesters that constitute that student's academic year.

Recital and Lesson Requirement

Students are required to be enrolled in lessons in their major area, according to the requirements of their degree or diploma program. If a student successfully petitions to extend their program of study beyond the normal time for completion, the student must be enrolled in lessons unless the degree or diploma recital requirement has been successfully completed prior to the end of the drop/add period.

Academic Honesty and Integrity

The Cleveland Institute of Music is committed to the pursuit of excellence and professionalism, to musical and academic integrity, freedom of expression and the pursuit of truth in teaching and learning. As demonstration of this commitment, CIM strives to foster a safe and healthy creative, learning and work environment for all members of our community, and maintains that academic honesty and integrity are at the core of the education at CIM.

CIM's community is built on and committed to this principle of truth in teaching and learning – something that is essential for the integrity of our entire educational process. As members of this learning community, students and faculty have a responsibility to uphold this principle, by respecting the integrity of another's work, by taking responsibility for their own work, and by acknowledging the importance of the ideas and opinions of others. CIM's community has a shared responsibility in upholding standards of academic integrity.

For students, the importance of academic integrity begins during the admissions process, when applicants verify that all materials

submitted for admission consideration are valid, accurate, and a true representation of the individual's work and abilities. Admission to CIM is based, in part, on the integrity of these materials presented, and may subsequently be revoked if found not to be true.

The importance of academic integrity is reinforced during new student orientation, and faculty may include additional course-specific guidelines regarding integrity in classes. Students enrolled at CIM are expected to complete their academic and practical work at CIM and in all work through the Joint Program at CWRU with the highest degree of academic integrity. Any work submitted by a student must represent his or her own efforts. All forms of academic dishonesty including cheating, plagiarism, misrepresentation, and obstruction are violations of academic integrity standards. Any student suspected of an act of academic dishonesty is subject to disciplinary action. Students enrolled in university classes, are also bound by the Academic Integrity Policy of CWRU. Any alleged violation of university policy will be acted upon accordingly, with findings shared with and disciplinary action taken by CIM.

Faculty members have specific responsibility to address suspected or reported violations, and should seek counsel from the Dean of the Conservatory about the basis for suspicion and an appropriate course of action. If the demonstrated infraction is a first offense, the Dean and faculty member may agree to have the faculty member address the issue directly with the student, with an appropriate recommendation for action, or to defer such decision until the student meets with the Dean. Students suspected of academic integrity issues may also seek counsel from the Dean of the Conservatory, or from another academic advocate.

While CIM hopes that such issues may themselves become learning opportunities, CIM reserves the right to impose sanctions, if appropriate, should issues of academic integrity be demonstrated. Sanctions may include, but are not limited to the following:

- Letter of documentation for the student file
- Formal warning
- Reduced or failing grade for the assignment in question
- Reduced or failing grade for the course in question
- Reduction or loss of CIM's institutional merit-based aid
- Restrictions on leadership activities or opportunities
- Academic probation
- Suspension
- Separation from the Institute.

If a particular issue cannot be resolved between the faculty member and student, the Dean may make a decision on the issue. Alternatively, and in more serious cases, the Dean may elect to refer the issue to the Student Affairs Tribunal for a recommendation or decision. This recommendation or decision can be ratified or amended by the Dean. The decision of the Dean can be appealed to the President, whose decision is final. A serious infraction or a second offense typically results in separation, and the transcript then reflects such separation, with all penalties detailed in the Conservatory Catalog.

Students may consult with their individual faculty for advice and guidance on this issue as it pertains to a particular class, so that instructors can explain their particular expectations for ethical academic conduct. In support of an understanding of plagiarism, CIM has a reference section concerning this issue at <http://libguides.cim.edu/plagiarism>.

CIM ACADEMIC PROGRESS (SAP) POLICY

This policy is the result of the federal revision of the regulations governing Satisfactory Academic Progress, October 29, 2010. The applicable regulations are in 34 CFR 668.16(e), 668.32(f) and 668.34. Previous CIM SAP policies are no longer valid.

This policy is applicable to eligibility for all aid programs at CIM, including: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work Study, Federal Perkins Loan, Federal Direct Stafford Loan, Federal Direct PLUS Loan, State of Ohio Grants (Ohio Board of Regents), *CIM Institutional Scholarship, *CIM Work Study, *CIM Institutional Loan, Private Loans that require SAP, and any other aid type that is awarded (packaged) and/or funded by CIM.

**Note: there are additional criteria required for CIM Financial Aid renewal above and beyond this SAP policy. These criteria are detailed following the text of the SAP policy.*

CIM will evaluate all Satisfactory Academic Progress (SAP) components at the conclusion of each semester. Students at CIM must meet all of the requirements stated in the Satisfactory Academic Progress Policy regardless of whether or not they previously received financial aid.

REQUIREMENTS OF SAP POLICY

The following components are measured to determine whether the student is meeting SAP standards: Qualitative (Grade Point Average), Quantitative (credits earned) and Maximum Timeframe.

CUMULATIVE GRADE POINT AVERAGE (GPA) and SEMESTER AND CUMULATIVE MINIMUM EARNED CREDITS (vs attempted credits)

Students must maintain a minimum cumulative grade point average, per semester credits earned, and cumulative credits earned (of those attempted) for satisfactory progress toward graduation requirements. Credits accepted from other schools that may be applied to a CIM degree are not counted in the calculation of the student's GPA but are counted in the calculation as both attempted and completed hours, and are therefore included in the quantitative measure. These standards are consistent with academic standards required for graduation.

Special Grades:

I (Incomplete): An incomplete grade does not earn credit or influence the grade point average in the semester in which the course work was taken. However, an incomplete grade will count toward your total credits attempted. Once the incomplete has been resolved and a passing grade has been earned, the credits and the grade will then be counted toward satisfying the minimum cumulative credit hours and the grade point average requirements.

Example: If an undergraduate student enrolls for 12 credits in their second semester of study, but has an incomplete at the end of that semester for a 4 hour class, the student would NOT be making SAP, as they only earned 8 credits – the minimum credits earned by a second semester student must be at least 10 credits in that semester, regardless of how many cumulative hours the student may have. If the incomplete is completed with a



passing grade by the due date to resolve an incomplete grade, the incomplete credits are earned at that time. But SAP status cannot be made retroactively. The student would still be on warning the whole 3rd semester. **It is important not to repeatedly have incompletes**, unless you are still completing enough credits without that class to meet the per semester minimum. If that same student was already on a SAP warning at the beginning of that second semester, they would have aid suspended/revoked for the 3rd semester.

Important timing: If an incomplete course is completed with a passing grade prior to the first day of classes in the next semester*, those completed hours and grade may still be counted for the prior term where the incomplete originated. If not completed for a passing grade by the first day of classes, the prior semester's final credits earned and GPA are fixed and will not change your Satisfactory Academic Progress review for the term where the incomplete was started. It will count towards your cumulative totals, but will not count as completed in the second term (the term in progress when you finish the incomplete). *The student must request a follow-up SAP review when a passing grade is obtained for a previous incomplete before the next semester begins. This request must be made in writing to the CIM Financial Aid Office before the first day of classes of the next term.

W (Withdrawal): All withdrawal categories do not earn credit toward graduation or toward satisfying the minimum credit hours requirement of the SAP policy. However, these credits will count toward your total attempted credits and could possibly affect the Maximum Time Frame requirement. It is important to ensure (when considering a withdrawal) that you will still earn the minimum number of credits both that semester and cumulatively, based on how many semesters you have been enrolled at CIM. Excessive withdrawals, especially for students enrolling in the minimum credits to be full time, can cause SAP issues quickly.

P (Pass): If this grade is given, the credits will apply toward graduation and will also be counted toward satisfying the minimum earned credit hours standard but it will not affect the student's grade point average. Alternatively, an F grade from a Pass/Fail course will count negatively in the grade point average as well as being counted as credit(s) attempted but not earned. All ESL classes are pass/fail.

AD (Audit): Courses enrolled in as an audit do not count towards the metrics of GPA, hours attempted or hours earned.

Repeated Courses: For a course that has been failed and repeated, both grades are used in calculating the student's grade point average with the credits being counted only for the semester in which it was passed. However, each time a student registers for a course, those credits are counted toward the student's Maximum Time Frame/attempted hours. Any class passed may only be retaken for audit for no earned credit and no new grade.

Transfer and Advanced Placement Credits: Transfer and AP credits count towards both attempted and earned credits but do not count into the CIM GPA.

QUALITATIVE (GPA) & QUANTITATIVE (credits earned) MEASURES

Leave of Absence (LOA): Semester(s) in LOA status do not count towards the first column, the number of semesters enrolled, in the charts below, but DO count towards credits attempted (maximum timeframe), if the LOA status happened mid-semester and credits ended in a withdrawal status.

Undergraduate: Bachelor of Music

Normal program duration is 4 years (8 semesters) and 120 credits; 150% of duration is 6 years (12 semesters) excluding any LOA semester(s); 150% of allowed attempted credit hours is 180 for most majors. The minimum enrolled credit hours by the end of drop/add to be full time is 12 hours; half time is 6 credits (part time study requires pre-approval by Dean).

# of Semesters Enrolled	Minimum Cumulative GPA	Minimum Credits Earned Per Semester	Cumulative Minimum Credits Earned
1	1.75	8	8
2	1.75	10	18
3	2.0	11	29
4	2.0	11	40
5	2.0	12	52
6	2.0	12	64
7	2.0	12	76
8	2.0	12	88
9**	2.0	12	100
10**	2.0	12	112
11**	2.0	12	124
12**	2.0	12	126

*The minimum credits earned required for the BM degree is 12; minimums above will NOT allow you to graduate on time. For a BM degree, 15 credits per semester, on average, are needed to graduate on time (15 credits x 8 semesters = 120 credits).

**Shaded area does not represent typical enrollment terms; a petition to extend program would be required and financial aid is not guaranteed.

Undergraduate: Artist Certificate

Normal program duration is 3 years (6 semesters) and 72 credits; 150% of duration is 4.5 years (9 semesters) excluding any LOA semester(s); 150% of allowed attempted credit hours is 108 for most majors. The minimum enrolled credit hours by the end of drop/add to be full time is 12 hours; half time is 6 credits (part time study requires pre-approval by Dean).

# of Semesters Enrolled	Minimum Cumulative GPA	Minimum Credits Earned Per Semester	Cumulative Minimum Credits Earned
1	1.75	8	8
2	1.75	10	18
3	2.0	11	29
4	2.0	11	40
5	2.0	12	52
6	2.0	12	64
7**	2.0	12	76
8**	2.0	12	88
9**	2.0	12	100

*The minimum credits earned required for the AC program is 72; minimums above will NOT allow you to graduate on time. For an AC program, 12 credits per semester on average, are needed to graduate on time (12 credits x 6 semesters = 72 credits).

**Shaded area does not represent typical enrollment terms; a petition to extend program would be required and financial aid is not guaranteed.

Graduate: Master of Music, Professional Studies & Artist Diploma

Minimum Cumulative Grade Point Average (GPA) is 2.75. Normal program duration is 2 years (4 semesters); 150% allowed maximum timeframe is 3 years (6 semesters). Minimum enrolled credit hours by the end of drop/add to be full time is 9 hours; half time is 5 credits (part time study requires pre-approval by Dean).

# of Semesters Enrolled	Minimum Cumulative GPA	*Minimum Credits Earned Per Semester	*Cumulative Minimum Credits Earned
1	2.75	7	7
2	2.75	8	15
3	2.75	8	23
4	2.75	7	30
5**	2.75	8	38
6**	2.75	7	45

*The minimum credits earned required for most grad programs is 36; minimums above will NOT allow you to graduate on time.

**Shaded area does not represent typical enrollment terms; a petition to extend program would be required and financial aid is not guaranteed.

Graduate: Doctor of Musical Arts

Minimum Cumulative Grade Point Average (GPA) is 3.00. Normal program duration is 3 years (6 semesters). Number of required credits varies by major. The minimum enrolled credit hours by the end of drop/add to be full time is 9 hours; full time status is required for the first two semesters of the program; half time is 5 credits.

# of Semesters Enrolled	Minimum Cumulative GPA	Minimum Credits Earned Per Semester	Cumulative Minimum Credits Earned
1	3.0	7	7
2	3.0	8	15
3*	3.0	8*	23*
4*	3.0	7*	30*
5*	3.0	8*	38*
6*	3.0	7*	45*
7-9*	3.0	0-1*	45*

*if part time study, may vary

MAXIMUM TIME FRAME

Maximum Time Frame is defined as the required length of time it will take a student to complete their degree/program.

For all programs, any semester on Leave of Absence or enrolled Part Time does count towards your maximum time frame number of semesters. Within the DMA degree, any half time enrollment will require completion of the midpoint amount of credits per semester and cumulative credits earned.

Deficiency, remedial and ESL courses do not count towards the maximum time frame.

All credits transferred to CIM as well as Advanced Placement credits will be counted toward the Maximum Time Frame requirement for academic purposes as attempted and earned credits.

Undergraduate Students:

For a student to meet SAP time frame standards, they must be able to complete the program while attempting no more than 150% of the required credits to graduate. For example, if you are pursuing a degree which requires 120 semester hours, you may not receive financial aid after you have attempted 180 hours. This includes transfer credits. Most undergraduate majors at CIM require 120 credits for graduation.

Please see the chart below for your maximum time frame number of credits as determined by multiplying the required number of credits by 1.5 (for 150%). If at any time in your enrollment, it becomes mathematically impossible to complete your program requirements in the 150% timeframe, you are not making SAP minimum standards. If a student has met the 150% time frame credits attempted toward their degree, the only action available is to appeal their limit; there is no warning semester.

	Artist Certificate		Bachelors Degree	
	REQ Credits	150%	REQ Credits	150%
Audio Recording	n/a	n/a	126	189
Bassoon	72	108	120	180
Cello	72	108	120	180
Clarinet	72	108	120	180
Composer Virtuoso	n/a	n/a	165	248
Composition	n/a	n/a	124	186
Dalcroze Eurhythmics	n/a	n/a	126	189
Double Bass	72	108	120	180
Flute	72	108	120	180
Guitar	72	108	123	185
Harp	72	108	120	180
Harpichord	72	108	120	180
Horn	72	108	120	180
Oboe	72	108	120	180
Organ	72	108	122	183
Percussion	72	108	120	180
Piano	72	108	120	180
Trombone & Bass Trombone	72	108	122	183
Trumpet	72	108	120	180
Tuba	72	108	120	180
Viola	72	108	120	180
Violin	72	108	120	180
Voice	72	108	125	186
Voice (matriculating Fall, 2016 and going forward)	72	108	123	185

Graduate Students:

Normal time frame for graduate programs (MM, AD**, & PS) is based on number of semesters. Four semesters is the normal duration and six semesters is considered 150% or maximum timeframe. As all three of these programs have a three year (six semester) statute of limitations to complete the program, there could never be an instance a student did not graduate within the six semester limit and continue to be enrolled, let alone have any financial aid.

**Concertmaster Academy is an exception to the Artist Diploma (AD) program, as it is a two semester (one year) program, not two years as is the case for all other AD majors. 150% or maximum timeframe for Concertmaster Academy would be three semesters.

REVIEW PERIOD

Each student is reviewed at the end of each semester (and summer for those who enroll) to ensure that SAP has been achieved. A student who does not meet SAP requirements will be placed on **Financial Aid Warning** status.

FINANCIAL AID WARNING

Financial Aid Warning is a status assigned to a student who fails to make SAP at the end of any semester and who was not already in a warning status. This warning period allows the student to continue to receive financial aid for one semester. If a student has met the 150% time frame limit for credits attempted toward their degree, the only action available is to appeal their limit; there is no warning semester.

FINANCIAL AID SUSPENSION

If a student fails to achieve SAP while on **Financial Aid Warning** status, he/she will be placed on **Financial Aid Suspension** for the following semester. These students **will not** be eligible for any financial aid until all requirements for SAP have been met.

FINANCIAL AID PROBATION

Financial Aid Probation is a status assigned to a student who fails to make SAP and who has appealed and has had eligibility for aid reinstated. During the probationary period, students are given one semester to satisfactorily either raise their cumulative GPA or cumulative earned credits, as needed. If the GPA or number of credits earned is successful, the probation is removed. Financial Aid denial and suspension will result if the student's GPA or credits earned is not successfully raised.

ELIGIBILITY FOR REINSTATEMENT

In order to regain financial aid eligibility, a student must successfully meet all requirements for SAP. Students may use any semester(s) of the academic year to eliminate his/her deficiency. However, he/she is financially responsible for all expenses incurred during the time it takes to regain eligibility. Coursework taken at another college or university may be used to resolve the minimum credit hours earned requirement. However, credits taken elsewhere will not resolve the GPA component of the SAP Policy.

PROGRESS APPEAL PROCEDURES

All Title IV (federal) aid recipients have the right to appeal a Financial Aid Suspension decision by submitting a **Satisfactory Academic Progress Appeal Form** (available at <http://www.cim.edu/assets/downloads/college/sap.pdf>) to the Financial Aid Office for review by the CIM Financial Aid Committee. The student will be required to submit, as part of the appeal, information regarding why he/she failed to make SAP. The student must also explain what has changed in his/her situation that would allow the student to fulfill all SAP standards at the next evaluation.

A student may file an appeal if there is an unusual and/or mitigating circumstance that affected their academic progress for consideration by the Financial Aid Committee. Such circumstances may be injury or illness of the student, illness or death of immediate family member or any other unexpected hardship.

Appeal forms with all supporting documentation must be submitted by the drop/add deadline for the semester in which aid has been revoked. Students will be notified in writing shortly after filing the appeal.

When reviewing an appeal, it will be determined if the student will be able to meet the SAP standards after the subsequent semester, or if the student can meet SAP standards by following an Academic Plan established or approved by the Financial Aid Committee.

Students who have their Financial Aid reinstated through an appeal will be placed on **Financial Aid Probation**.





Appeals for Excessive Aggregate Time Frame or Hours Attempted (150% limit) must include an explanation from you of the need for additional hours, a degree completion plan, which includes courses remaining by semester, and an expected graduation date. These documents and an unofficial copy of the current transcript must be furnished with the appeal.

ADDITIONAL DEGREES

Students seeking additional degrees are limited as follows:

2nd Bachelors..... 60 credit hours beyond prior degree
2nd Masters..... 45 credit hours beyond prior degree

Any student seeking a third Bachelors or Masters Degree is not eligible for federal financial aid. Doctorates are considered terminal degrees; thus no federal aid is available for a second doctoral program.

Double Majors, Dual Degrees, Change in Program and Multiple Minors: Students seeking double majors or a dual degree with CWRU must complete their degree program for the primary major/degree within the limits set for that major/program. A prorated, manual calculation will need to take place at the beginning of the combined or changed programs with the Registrar to take into account the additional credits needed to complete all requirements of your program as it relates to the maximum timeframe component of the SAP policy. Additional hours will not be allowed for multiple minors.

CONSERVATORY REFUND POLICY

As of the first day of classes, but before the end of the semester, if a student takes a Leave of Absence or Withdraws for any reason, the following policy dictates how tuition, fees and any institutional financial aid is adjusted, if at all, on the student's billing statement for that term.

How Withdrawal Date is Determined

The official withdrawal date is determined by the CIM Registrar (registrar@cim.edu).

- **Official Withdrawal:** The student begins the CIM withdrawal process, or the student otherwise provides official notification to CIM of intent to withdraw. CIM requests the student submit the Withdrawal Form or Leave of Absence Form, as applicable. These forms are available from the Registrar's Office.

The "Withdrawal Date" will be the date the student begins the withdrawal process, or the date that the student otherwise provides the notification (if both circumstances occur, the **earlier** is used as the withdrawal date).*

The "Date of CIM's Determination the Student has Withdrawn" is the student's withdrawal date or the date of the notification, whichever is **later**.

- **Unofficial Withdrawal:** If official notification is not provided by the student due to circumstances beyond the student's control, OR all other instances where the student withdraws without providing official notification. The "Withdrawal Date" is the date that CIM determines is related to the circumstance beyond the student's control. For all other instances, it is the midpoint of the payment period.*

The "Date of CIM's Determination the Student has Withdrawn" is date that CIM has become aware that the student has ceased attendance.

If, at the end of a semester, a student has earned zero credits, CIM will attempt to verify if the student attended any

class(es) or not. If no date of attendance may be documented, CIM must assume the student never attended.

**In place of the “Withdrawal Date” determinations listed above, CIM may always use the student’s last date of attendance at an academically related activity if the school documents that the activity is academically related and that the student attended the activity.*

When a student completely withdraws from school during the Fall or Spring semester, the tuition* is refunded based upon a percentage of the semester’s total tuition. The amount is prorated per week per the schedule below. There is no refund of the tuition as of October 2 for Fall 2017 or February 19 for Spring 2018. CIM Scholarship, as applicable, also has the same percentage per week formula:

FALL 2017	SPRING 2018		
Withdrawal Date	Withdrawal Date	Tuition Fee* % Refunded	CIM Scholarship % Canceled
Aug. 28 - Sept. 3	Jan. 16 - Jan. 21	100%	100%
Sept. 4 - Sept. 10	Jan. 22 - Jan. 28	80%	80%
Sept. 11 - Sept. 17	Jan. 29 - Feb. 4	70%	70%
Sept. 18 - Sept. 24	Feb. 5 - Feb. 11	60%	60%
Sept. 25 - Oct. 1	Feb. 12 - Feb. 18	50%	50%
Oct. 2 or later	Feb. 19 or later	0%	0%

***Fees applicable to the above refund policy include only these specific line items:**

- Full-Time or Part-Time Tuition
- Double Major Surcharge
- Dual Degree Surcharge
- Secondary Study Surcharge
- Over 18 Credit Hour Surcharge
- Accompanying Fee
- Health Service Fee

Fees that are non-refundable as of September 4 for Fall 2017 and January 22 for Spring 2018 are:

- Comprehensive Fee
- Health Insurance (waiver may be applied up to the published waiver deadline)
- On Campus Housing Fee
- Summer Session Tuition or Summer Fee (pertains to first day of summer term)
- Any other miscellaneous charges or late fees

The CASE meal plan is pro-rated on a daily basis and is calculated according to the official withdrawal/leave of absence date, or the last day of activity on the meal plan, whichever is later. No refunds are offered after the 10th week of the semester. For students with CaseCash, the amount refunded includes the daily pro-rated amount of the meal plan plus all remaining CaseCash.

Orientation Fees are non-refundable as of the first day of scheduled orientation. Orientation begins August 21 for undergraduates and August 23 for graduate students. As participation is mandatory for all students starting (or transferring into) a new program, this fee is non-refundable unless a written withdrawal or LOA petition (if applicable) is received at CIM prior to the first date of orientation. Understand that Graduate orientation is required for prior CIM students starting a new program as well as first time students.

Federal Student Aid has a completely separate policy regarding withdrawals from study, as is governed by the Department of Education. The Return to Title IV Policy is found here.

TREATMENT OF TITLE IV (FEDERAL) AID WHEN A STUDENT WITHDRAWS

The law specifies how the Cleveland Institute of Music (CIM) must determine the amount of Title IV (Federal) program assistance that you earn if you withdraw from school. The Title IV programs that are covered by this law are Federal Pell Grants, Iraq and Afghanistan Service Grants, TEACH Grants, Direct Loans, Direct PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

Though your aid is posted to your account at the start of each payment period (semester), you earn the funds as you complete the period. If you withdraw during your payment period, the amount of Title IV program assistance that you have earned up to that point is determined by a specific formula. If you received (or CIM or parent received on your behalf) less assistance than the amount that you earned, you may be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned by the CIM and/ or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of your payment period, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period, you earn all the assistance that you were scheduled to receive for that period.

If you did not receive all of the funds that you earned, you may be due a post-withdrawal disbursement. If your post-withdrawal disbursement includes loan funds, CIM must get your permission before it can disburse them. You may choose to decline some or all of the loan funds so that you don’t incur additional debt. CIM may automatically use all or a portion of your post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with CIM). CIM needs your permission to use the post-withdrawal grant disbursement for all other school charges. If you do not give your permission, you will be offered the funds. However, it may be in your best interest to allow CIM to keep the funds to reduce your debt at the school.

There are some Title IV funds that you were scheduled to receive that cannot be disbursed to you once you withdraw because of other eligibility requirements. For example, if you are a first-time, first-year undergraduate student and you have not completed the first 30 days of your program before you withdraw, you will not receive any Direct Loan funds that you would have received had you remained enrolled past the 30th day.

If you receive (or CIM or parent receives on your behalf) excess Title IV program funds that must be returned, CIM must return a portion of the excess equal to the lesser of:

1. your institutional charges multiplied by the unearned percentage of your funds, or
2. the entire amount of excess funds.

CIM must return this amount even if it didn’t keep this amount of your Title IV program funds.

If CIM is not required to return all of the excess funds, you must return the remaining amount.

For any loan funds that you must return, you (or your parent for a Direct PLUS Loan) repay in accordance with the terms of the promissory note. That is, you make scheduled payments to the holder of the loan over a period of time.

Any amount of unearned grant funds that you must return is called an overpayment. The maximum amount of a grant overpayment that you must repay is half of the grant funds you received or were scheduled to receive. You do not have to repay a grant overpayment if the original amount of the overpayment is \$50 or less. You must make arrangements with CIM or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when you withdraw are separate from the Refund Policy that CIM has for billed charges and institutional aid. Therefore, you may still owe funds to CIM to cover unpaid institutional charges. CIM may also charge you for any Title IV program funds that CIM was required to return.

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at www.studentaid.ed.gov.

As of the first day of classes, but before the end of the semester (payment period), if a student takes a Leave of Absence or Withdraws for any reason, the following policy dictates how Federal Student Aid must be adjusted, if applicable, on the student's billing statement for that term.

How Withdrawal Date is Determined

The official withdrawal date is determined by the CIM Registrar (registrar@cim.edu).

- **Official Withdrawal:** The student begins the CIM withdrawal process, or the student otherwise provides official notification to CIM of intent to withdraw. CIM requests the student submit the Withdrawal Form or Leave of Absence Form, as applicable. These forms are available from the Registrar's Office.

The "Withdrawal Date" will be the date the student begins the withdrawal process, or the date that the student otherwise provides the notification (if both circumstances occur, the earlier is used as the withdrawal date).*

The "Date of CIM's Determination the Student has Withdrawn" is the student's withdrawal date or the date of the notification, whichever is later.

- **Unofficial Withdrawal:** If official notification is not provided by the student due to circumstances beyond the student's control, OR all other instances where the student withdraws without providing official notification.

The "Withdrawal Date" is the date that CIM determines is related to the circumstance beyond the student's control. For all other instances, it is the midpoint of the payment period.*

The "Date of CIM's Determination the Student has Withdrawn" is date that CIM has become aware that the student has ceased attendance.

If, at the end of a semester, a student has earned zero credits, CIM will attempt to verify if the student attended any class(es) or not. If no date of attendance may be documented, CIM must assume the student never attended.

**In place of the "Withdrawal Date" determinations listed above, CIM may always use the student's last date of attendance at an academically related activity if the school documents that the activity is academically related and that the student attended the activity.*

The Return to Title IV Refund Policy is governed by the Department of Education. To view the Worksheet and formula used to calculate all Federal Student Aid adjustments due to mid-semester withdrawal, [click here](#). This calculation is completed by the CIM Financial Aid Director upon receiving the official withdrawal date from the CIM Registrar's Office. A copy of the completed Worksheet and detailed list of what, if any, federal aid must be adjusted will be sent to the student as soon as possible.

See the attached calendar on the next page, 2017-2018 Academic Calendar for Federal Aid Refund Calculation (R2T4), for dates where a federal calculation is required each semester. The effective date of Withdrawal or Leave of Absence, as verified by the CIM Registrar, may create a significant balance owed to CIM.

The Federal Student Aid Refund calendar takes into account all days from the first day of classes through the last day of CASE finals. Spring break in the spring semester does NOT count as days attended or in total days of the semester. Once a student has attended 60% of the actual days of the semester, there is no federal calculation and no federal aid needs to be returned. The 60% date is indicated for each semester. These federal aid review dates are significantly later than any tuition and/or scholarship adjustment would be made. If a withdrawal occurs prior to the aid disbursement date of a semester, there may be eligibility for some federal aid to be disbursed as a "post-withdrawal disbursement." This will be explained as an option if it is applicable.

In addition, a Federal Loan Exit packet will be sent to the student within 30 days of the withdrawal date, as applicable.

Order in Which Title IV Funds are Returned

Per the mandatory Department of Education "Treatment Of Title IV Funds When A Student Withdraws From A Credit-Hour Program" Worksheet, CIM must return the unearned aid for which the school is responsible by repaying funds to the following sources, in order, up to the total net amount disbursed from each source.

1. Unsubsidized Direct Stafford Loan
2. Subsidized Direct Stafford Loan
3. Perkins Loan
4. Direct PLUS (Graduate Student)
5. Direct PLUS (Parent)
6. Pell Grant
7. FSEOG
8. Iraq Afghanistan Service Grant Amount for School

Time Frame for Return of Title IV Funds

Funds that are to be returned to the Department of Education must be sent as soon as possible, but no later than 45 days after the date CIM determined the student withdrew.

If the student is eligible for a post-withdrawal disbursement, such notification will be provided to the student within 30 days of the date the school determined the student had withdrawn. If a post-withdrawal disbursement is applicable to the student's account, such payment must be made as soon as possible, but no later than 180 days after the date CIM determined the student withdrew, in accordance with requirements for disbursing

Title IV funds 34 CFR 668.164.

Similarly, if there is a grant overpayment to report, the student will be notified within 30 days of the date the school determined the student withdrew.

2017-2018 Academic Calendar for Return of Title IV Funds (R2T4)

August 2017							September 2017						
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

October 2017							November 2017							December 2017						
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7			1	2	3	4						1	2	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
													31							

January 2018							February 2018							March 2018						
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31

April 2018							May 2018						
Su	M	Tu	W	Th	F	S	Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7		1	2	3	4	5	
8	9	10	11	12	13	14	6	7	8	9	10		
15	16	17	18	19	20	21							
22	23	24	25	26	27	28							
29	30												

FALL 2017

Fall 2017 dates of enrollment (115 days)

■ * Fall 60% attended if actively enrolled through **Nov. 6**

SPRING 2018

Spring 2018 dates of enrollment (106 days)

■ Spring break dates DO NOT COUNT as part of spring total days or days attended

■ * Spring 60% attended if actively enrolled through **March 29**

**Withdrawal prior to completing 60% of days of the semester, may result in a significant amount of federal student aid to be unearned (ineligible), and returned to the Dept. of Education. This may create a balance owed to CIM, even if the student had a zero balance prior to the withdrawal.*





CIM CURRICULA

Credit hour totals are based on standard residency requirements for degree programs.

Flute Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 366	Woodwind Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Flute Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI __	Music History Elective	3
MUGN 471	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble elective, 2 credits required	1

Oboe Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 366	Woodwind Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Oboe Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471	Conducting (other class can be subbed or 473 if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble Elective, 2 required	1

Clarinet Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 366	Woodwind Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Clarinet Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble elective, 2 credits required	1

Bassoon Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 366	Woodwind Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list of possible courses	3
Humanities	See list of possible courses	3
Social Science	See list of possible courses	3
Science/Math	See list of possible courses	3
Open Elective	Any additional general ed course	9

Bassoon Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI __	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble elective, 2 credits required	1

Horn Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 366 or MUEN 368	Woodwind Chamber or Brass Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Horn Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble Elective, 2 required	1

Trumpet Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 368	Brass Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Trumpet Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI __	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble Elective, 2 required	1

Trombone Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 368	Brass Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Trombone Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble Elective, 2 required	1

Tuba Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 368	Brass Chamber, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Tuba Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471	Conducting (other class can be subbed or 473 if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 4__	Ensemble Elective, 2 required	1

Timpani and Percussion Performance / Bachelor of Music – 122 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 321	Percussion ensemble, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Timpani and Percussion Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 421	Percussion ensemble, required every semester	1

Collaborative Piano Performance / Master of Music – 40 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Performance		credits
MUSP 501	Secondary Performance I	2
MUSP 502	Secondary Performance II	2
MUSP 503	Secondary Performance III	2
MUSP 504	Secondary Performance IV	2

Ensembles/Rep		credits
MUEN 4__	Ensemble elective	1
MUEN 4__	Ensemble elective	1
MUEN 4__	Ensemble elective	1
MUEN 4__	Ensemble elective	1

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Specific to Major		credits
MURP 461	Vocal Inter for AC	1
MURP 462	Vocal Inter for AC	1
MUGN 461	Accompany Seminar, 2 semesters required	1

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0



Harpichord Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0
MUSP 201	5 th semester of piano (if needed)	2
MUSP 202	6 th semester of piano (if needed)	2
MUSP 203	7 th semester of piano (if needed)	2
MUSP 204	8 th semester of piano (if needed)	2
MUSP 255	Secondary Performance Jury	0

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms <small>(not available 17-18, may be fulfilled by approved music class or ensemble)</small>	2
MUGN 340	Practicum in Baroque Ornamentation	1
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MUHI/MULI	History/Literature Elective	6
MUPD 395	Pedagogy	1
MU ____	Open Music Electives	1

Ensembles/Repertoire		credits
MUEN 100	Sightreading Seminar	1
MUEN 315	Accompanying at Harpsichord	2
MUEN ____	Ensemble Elective, 8 semesters required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Harpichord Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU ____	Music Elective (nonperformance)	7

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0
MUSP 501	5 th semester of piano (if needed)	2
MUSP 502	6 th semester of piano (if needed)	2
MUSP 503	7 th semester of piano (if needed)	2
MUSP 504	8 th semester of piano (if needed)	2
MUSP 555	Secondary Performance Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Ensembles/Rep		credits
MUEN 415	Accompanying at the harpsichord	2
MUEN 4__	Ensemble Elective, 6 credits required	1



Organ Performance / Bachelor of Music – 122 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0
MUSP 201	5 th semester of piano	2
MUSP 202	6 th semester of piano	2
MUSP 203	7 th semester of piano	2
MUSP 204	8 th semester of piano	2
MUSP 255	Piano Jury	0
MUSP 101	Secondary instrument: voice	1
MUSP 102	Secondary Instrument: voice	1

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 315	Intro to Harpsichord	2
MUGN 371	Choral Conducting I	1
MUGN 372	Choral Conducting II	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MUHI/MULI	History/Literature Elective	6

Ensembles/Repertoire		credits
MUEN 325	Organ Ensemble, required every semester	1
MURP 306	Organ Rep, 4 credits required	1
MURP 371	Sacred Choral Rep I	1
MURP 372	Sacred Choral Rep II	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Organ Performance / Master of Music – 40 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0
MUSP 501	5 th semester of piano	2
MUSP 502	6 th semester of piano	2
MUSP 503	7 th semester of piano	2
MUSP 504	8 th semester of piano	2
MUSP 555	Secondary Performance Jury	0

Piano Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 320	Piano Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 340	Piano Pedagogy I	2
MUPD 341	Piano Pedagogy II	2
MU ____	Open Music Electives	5

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Ensembles/Repertoire		credits
MUEN 100	Sightreading Seminar	1
MUEN 150	Freshman Collab Ensemble (may be subbed by MUEN 290)	1
MUEN 200	Sophomore Collab Ensemble (may be subbed by MUEN 290), 2 credits required	1
MUEN 300	Junior Collaborative Ensemble	1
MUEN 350	Senior Collaborative Ensemble	1
MUEN ____	Ensemble elective, 3 credits required	3
MURP 307	Piano Practicum, 4 semesters required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Piano Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Ensembles/Rep		credits
MUEN 400	Grad Collab Ensemble	1
MUEN 4__	Ensemble Elective, 3 credits required	1
MURP 407	Piano Practicum, 2 credits required	1

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471	Conducting (other class can be subbed or 473 if done in undergrad)	1
MU ____	Music Elective (nonperformance)	7

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Violin Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 321 or 322	Chamber Music or Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU ____	Open Music Electives	3

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles		credits
MUEN 381	Orchestra, required every semester	1
MUEN 358	Chamber Music, required 4 semesters	1
MUEN ____	Ensemble Elective, 2 credits required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Violin Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles		credits
MUEN 481	Orchestra, required every semester	1
MUEN 458	Chamber Music, 2 credits required	1

Viola Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 321 or 322	Chamber Music or Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU ____	Open Music Electives	3

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles		credits
MUEN 381	Orchestra, required every semester	1
MUEN 358	Chamber Music, required 4 semesters	1
MUEN ____	Ensemble Elective, 2 credits required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Viola Performance / Master of Music – 35 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU ____	Music Elective (nonperformance)	7

Ensembles		credits
MUEN 481	Orchestra, required every semester	1
MUEN 458	Chamber Music, 2 credits required	1

Cello Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms <small>(not available 17-18, may be fulfilled by approved music class or ensemble)</small>	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 321 or 322	Chamber Music or Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU____	Open Music Electives	3

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles		credits
MUEN 381	Orchestra, required every semester	1
MUEN 358	Chamber Music, required 4 semesters	1
MUEN ____	Ensemble Elective, 2 credits required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Cello Performance / Master of Music – 37 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUAP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles		credits
MUEN 481	Orchestra, required every semester	1
MUEN 458	Chamber Music, 2 credits required	1

Double Bass Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU ____	Open Music Electives	3

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles		credits
MUEN 381	Orchestra, required every semester	1
MURP 303	BD Repertoire, 6 semesters required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Double Bass Performance / Master of Music – 37 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU ____	Music Elective (nonperformance)	7

Ensembles/Repertoire		credits
MUEN 481	Orchestra, required every semester	1
MURP 403	DB Repertoire, required every semester	1

Harp Performance / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 322	Symphonic Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 395	Pedagogy	1
MU__	Open Music Elective	3

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 381	Orchestra, required every semester	1
MUEN 320	Harp Ensemble, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Harp Performance / Master of Music – 37 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI __	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 481	Orchestra, required every semester	1
MUEN 420	Harp Ensemble, required every semester	1

Guitar Performance / Bachelor of Music – 123 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 325	Guitar Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 350	Guitar Pedagogy I	2
MUPD351	Guitar Pedagogy II	2
MUGN 345	Guitar Studio Music	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN 363	Guitar Ensemble, required every semester	1
MURP 305	Guitar Rep, required every semester	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Guitar Performance / Master of Music – 39 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471	Conducting (other class can be subbed if done in undergrad)	1
MU ____	Music Elective (nonperformance)	7

Ensembles		credits
MUEN 463	Guitar Ensemble, required every semester	1
MURP 405	Guitar Rep, required every semester	1

Vocal Performance / Bachelor of Music – 136 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 371 or 373	Choral or Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MULI 323	Vocal Literature	3
MUHI/MULI	History/Literature Elective	3
MUPD 330	Vocal Pedagogy	2
MUGN 321	Applied Diction – English & Italian	2
MUGN 322	Applied Diction – German & French	2

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 320	Form and Analysis	3
MUTH/MUC P/MUDE	Theory, Composition, Eurhythmics elective	2

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1

Ensembles/Rep Classes		credits
MUEN 330	Opera Production, required every semester	1
MUGN 291,292,293	Opera Workshop, as assigned, 6 credits required	2

General Education		credits
ENGL 150	English Composition	3
ITAL 101	Elementary Italian I	4
ITAL 102	Elementary Italian II	4
FRCH or GRMN 101	Elementary French or German I	4
FRCH or GRMN 102	Elementary French or German II	4
Social Science	See list in catalog	3
Math/Science	See list in catalog	3
Open Elective	Any additional general ed course	6

Vocal Performance / Master of Music – 41 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUAP 552	Second Master Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Comprehensive Exam		credits
MUTH 598	Music Theory Exam	0
MUHI 598	Music History Exam	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (if needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ____	Music History Elective	3
MUGN 471 or 473	Conducting (other class can be subbed if done in undergrad)	1
MU__	Music Elective (nonperformance)	7

Ensembles/Rep Classes		credits
MUEN 430	Opera Workshop, required every semester	1
MUGN 491, 492, 493	Opera Workshop, required every semester	2

Audio Recording / Bachelor of Music – 122 credit hours

Principal Performance		credits
MUAR 200	Audio Recording I	2
MUAR 201	Audio Recording II	2
MUAR 202	Pro Tools I	2
MUAR 203	Pro Tools II	2
MUAR 300	Advanced Recording Techniques I	2
MUAR 301	Advanced Recording Techniques II	2
MUAR 302	MultiTrack Recording I	2
MUAR 303	MultiTrack Recording II	2
MUAR 310	Recording Studio Maintenance I	2
MUAR 311	Recording Studio Maintenance II	2
MUAR 320	Acoustics of Music I	1
MUAR 321	Acoustics of Music II	1
MUAR 322	Recording Workshop I	1
MUAR 323	Recording Workshop II	1
MUCP 310	Orchestration I	2
MUCP 311	Orchestration II	2
MUCP 320	Electronic Music Production I	2
MUCP 321	Electronic Music Production II	2
MUAR 390	Senior Recording Thesis	6
MUAR 385	Recording Studio Internship	4

Audio Internship		credits
MUAR 151A	Audio Internship	0
MUAR 152A	Audio Internship	0
MUAR 153A	Audio Internship	0
MUAR 154 A	Audio Internship	0
MAUR 251A	Audio Internship	0
MUAR 252A	Audio Internship	0
MUAR 253A	Audio Internship	0
MUAR 254A	Audio Internship	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0
MUSP 201	5 th semester of piano or 1 st of other instrument	2
MUSP 202	6 th semester of piano or 2 nd of other instrument	2
MUSP 203	7 th semester of piano or 3 rd of other instrument	2
MUSP 204	8 th semester of piano or 4 th of other instrument	2
MUSP 255	Secondary Performance Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms (not available 17-18, may be fulfilled by approved music class or ensemble)	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MUHI/MULI	History/Literature Elective	6

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN	Ensemble elective, 4 required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Composition / Bachelor of Music – 120 credit hours

Principal Performance		credits
MUAP 101	1 st Semester Performance	3
MUAP 102	2 nd Semester Performance	3
MUAP 150	Freshman Jury	0
MUAP 201	3 rd Semester Performance	3
MUAP 202	4 th Semester Performance	3
MUAP 250	Sophomore Jury	0
MUAP 301	5 th Semester Performance	4
MUAP 302	6 th Semester Performance	4
MUAP 350	Junior Jury	0
MUAP 360	Junior Recital	0
MUAP 303	7 th Semester Performance	4
MUAP 304	8 th Semester Performance	4
MUAP 390	Senior Recital	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as Advanced Standing (AS)		
MUSP 101	1 st Semester Secondary Piano	1
MUSP 102	2 nd Semester Secondary Piano	1
MUSP 103	3 rd Semester Secondary Piano	1
MUSP 104	4 th Semester Secondary Piano	1
MUSP 155	Secondary Piano Jury	0
MUSP 201	5 th semester of piano or 1 st of other instrument	2
MUSP 202	6 th semester of piano or 2 nd of other instrument	2
MUSP 203	7 th semester of piano or 3 rd of other instrument	2
MUSP 204	8 th semester of piano or 4 th of other instrument	2
MUSP 255	Secondary Performance Jury	0

Other Music Courses		credits
MUGN 120	Freshman Colloquium	1
MUGN 175	World Rhythms <small>(not available 17-18, may be fulfilled by approved music class or ensemble)</small>	2
MUGN 373	Orchestral Conducting	1
MUGN 398	Senior Seminar	1
MUHI 201	Music History I	3
MUHI 202	Music History II	3
MUHI/MULI	History/Literature Elective	6
MUEN ___	Open Music Elective	1

Music Theory		credits
MUTH 003	Preconserv (if needed)	3
MUTH 101/105	Harmony-Keyboard/Sightsinging-Eartraining I	4
MUTH 102/106	Harmony-Keyboard/Sightsinging-Eartraining II	4
MUTH 201/205	Harmony-Keyboard/Sightsinging-Eartraining III	4
MUTH 202	Chromatic & Post-Tonal Theory	4
MUTH 311	16 th Century Counterpoint	2
MUTH 312	18 th Century Counterpoint	3
MUTH 320	Form and Analysis	3

Eurhythmics		credits
MUDE 100	First Year Eurhythmics Lab (if needed)	0
MUDE 101	Eurhythmics I	1
MUDE 102	Eurhythmics II	1
MUDE 203	Eurhythmics III	1
MUDE 204	Eurhythmics IV	1

Ensembles/Rep Classes		credits
MUEN ___	Ensemble Elective, 4 required	1

General Education		credits
ENGL 150	English Composition	3
Humanities	See list in catalog	3
Humanities	See list in catalog	3
Social Science	See list in catalog	3
Science/Math	See list in catalog	3
Open Elective	Any additional general ed course	9

Specific to Major		credits
MUCP 200	Composition Seminar, required every semester	1
MUCP 310	Orchestration I	2
MUCP 311	Orchestration II	2
MUCP 320	Electronic Music Production I	2
MUCP 321	Electronic Music Production II	2
MUCP 395	Comp/Performer Partnership	0

Composition / Master of Music – 37 credit hours

Principal Performance		credits
MUAP 501	1 st Semester Performance	3
MUAP 502	2 nd Semester Performance	3
MUAP 503	3 rd Semester Performance	3
MUAP 504	4 th Semester Performance	3
MUAP 551	First Master Recital	0
MUCP 551	Composition Thesis	0

Secondary Piano		credits
by placement, if any level is not needed, the credits will be added as exemption (EX)		
MUSP 401	1 st Semester Secondary Piano	1
MUSP 402	2 nd Semester Secondary Piano	1
MUSP 403	3 rd Semester Secondary Piano	1
MUSP 404	4 th Semester Secondary Piano	1
MUSP 455	Secondary Piano Jury	0

Music Theory		credits
MUTH 400 A	Harmony (if needed)	1
MUTH 400 A	Form (if needed)	1
MUTH 400 A	Counterpoint (if needed)	1
MUTH 400 B	Sightsinging/Eartraining (in needed)	2
MUTH 407	Analytical Tech & Term	3

Music History/Electives		credits
MUHI 401	Methodology of Music History	3
MUHI ___	Music History Elective	3
MUGN 471	Conducting (other class can be subbed if done in undergrad)	1
MU ___	Music Elective (nonperformance)	5

COURSE INFORMATION

Principal Performance Study

During the four-year undergraduate program, all performance majors must fulfill the following minimum requirements:

- Principal Performance Study consists of 15 one hour lessons each semester.
- Third-year: a solo Junior Recital comprising one-half of a full program.
- A Jury Examination at the end of each of the first three years.
- Fourth-year: a full solo Senior Recital.

Secondary Performance Study

Secondary performance study not only serves to enhance musicianship but also can provide very practical training in areas essential to career maintenance. CIM provides secondary performance study to all students in whose curricula it is required. Undergraduate composition and audio recording majors whose primary instrument is not piano are required to complete 8 credit hours (4 semesters) of secondary study on that primary instrument.

Secondary piano proficiency is mandatory for all students, except piano majors. Placement examinations are given during Orientation or during the first week of classes each semester. Proficiency can be demonstrated at the time of the placement examination or later attained through regular study and satisfactory completion of a jury examination. Proof of proficiency must be demonstrated no later than the start of the third semester of study; otherwise, enrollment in a suitable class level is required.

Placement beyond the beginning level can result in the awarding of advanced standing credit by examination. Such credit is applicable toward fulfillment of program requirements for the Undergraduate student only.

Completion of secondary piano level MUSP 104/404 is required of all graduating degree candidates. Completion of secondary piano level MUSP 204/504 is required of conducting, organ, and harpsichord as well as composition and audio recording majors whose primary instrument is piano.

Secondary piano study is not applicable toward fulfillment of degree requirements for Graduate students, when expected proficiency is not demonstrated at the time of the placement examination.

Secondary piano study through level MUSP 104, which is accomplished in a one-hour, weekly class setting earning one credit per semester, focuses on the development of piano technique and musicianship, using appropriate graded solo repertoire and accompaniments related to the student's principal field. All other secondary performance study takes the form of a one-half hour, private, weekly lesson earning two credits per semester.

Transfer students must meet CIM requirements for secondary piano proficiency. CIM placement examinations determine the level of advanced standing credit, if any.

Once piano proficiency has been attained, elective secondary study may also be taken for an additional fee. Students should consult this catalog and seek the advice of their principal teacher and the CIM Registrar to determine the availability, cost and appropriateness of additional secondary performance study.



General Education

CIM is committed to providing access to rich and diverse coursework at CIM and CWRU in order to build its students ability to situate their work in the context of the world of knowledge, and to have the ability to communicate those connections. By going through the general education curriculum, students will be able to:

- Clearly and effectively **communicate** through writing, speaking, and digital mediums.
- Think and act with awareness of their own **values and reasoning**, as well as an appreciation of the perspectives of others.
- Place their specialty in the **context** of other arts and domains of knowledge.
- Utilize multiple methods of **artistic and academic inquiry**.
- Professionally **collaborate** in artistic and academic inquiry.
- Navigate the landscape of opportunity through **entrepreneurship** and professional development

Bachelor of Music Degree students must complete a minimum of 32 hours of credit in general education course work, six of which are represented by the Music History (MUHI 201 and MUHI 202) course sequence. Most general education courses carry three credits. The general education requirements are:

Instrumental, Composition, and Audio Majors

ENGL 150 Basic Expository Writing (3)
 MUGN 120 First-year Colloquium (1)
 MUGN 398 Fourth-year Seminar (1)
 Humanities Electives (6)
 Math/Science/Reasoning Electives (3)
 Social Science Electives (3)
 Open General Education Electives (9)

Vocal Majors

ENGL 150 Basic Expository Writing (3)
 MUGN 120 First-year Colloquium (1)
 MUGN 398 Fourth-year Seminar (1)
 ITAL 101-102 (8)
 FRCH 101-102 (8) OR GRMN 101-102 (8)
 Math/Science/Reasoning Electives (3) OR Social Science Electives (3)
 Open General Education Electives (3)

Distribution Categories

Humanities	American Studies, Art History, Classics, Comparative Literature, Dance, English, History, Modern Languages, Philosophy, Religion, Theatre Arts
Math/Science/Reasoning	Accounting, Astronomy, Biology, Chemistry, Computer Science, Geology, Mathematics, Nutrition, Physics, Statistics
Social Science	Anthropology, Communication Sciences, Economics, Political Science, Psychology, Sociology

Current general education course offerings are found in the CWRU Roster of Courses published before the beginning of each semester. The CWRU general catalog provides detailed course descriptions as well as other helpful departmental information and is available on the CWRU web site.

In fulfilling the general education requirement, the following guidelines pertain:

- Students must complete the three-credit freshman English course - ENGL 150 Basic Expository Writing. Successful completion of ENGL 150 requires a minimum grade of "C". Students who pass ENGL 150 with a grade of "D" are additionally required to complete ENGL 180 Writing Tutorial with a grade of "C" or higher. Those who do not possess the prerequisite background for initial placement into ENGL 150 are assigned to ENGL 148 Developmental Reading and Writing and must complete that course as well as ENGL 150. Continuous enrollment in ENGL 148 is required until it is satisfactorily completed; if taken more than once, only three credits are applied to the general education requirement. Transfer students must fulfill the same requirement if previous collegiate work does not include equivalent transferable credit.
- No more than three credits in an applied Studio Art, such as Creative Drawing, Ceramics, Photography, etc. are permitted to count toward the General Education requirements.
- Course work in purely professional or technical areas such as those offered by the Schools of Law and Management or in areas such as engineering normally do not satisfy general education requirements.
- All course work taken at CWRU is subject to regulations specified by various CWRU academic departments as published in the [CWRU General Bulletin](#).
- Students with a particular interest in a given subject area are permitted to pursue an academic minor in that discipline. The designated form for declaring a minor is available from the CIM Registrar and requires a signature from an appropriate CWRU departmental advisor. CWRU general education minor programs usually entail fifteen to eighteen credits. The permanent records of students who satisfactorily complete minor programs are so noted.
- In certain circumstances, the Dean's Office may permit a specific course to be classified into a General Education area other than the one shown for that department.
- The CWRU Pass/No Entry Option is not available to CIM students.

Applied Lessons, Juries, & Recitals

All Principal Performance areas receive 15 one hour lessons each semester culminating in either a Jury or Recital based on level of the student. Repertoire is based on level of student in conjunction with faculty and department goals.

MUAP 101-102 Principal Performance Area (3,3)
MUAP 101 AC - 302 AC Principal Performance Area Artist Certificate (6)
MUAP 150 Freshman Performance Jury (0)
MUAP 201-202 Principal Performance Area (3,3)
MUAP 250 Sophomore Performance Jury (0)
MUAP 255 Secondary Piano Performance Jury (0)
MUAP 301-302 Principal Performance Area (4,4)
MUAP 303-304 Principal Performance Area (4,4)
MUAP 350 Junior Performance Jury (0)
MUAP 355 Secondary Performance Jury (0)
MUAP 360 Junior Recital (0)
MUAP 390 Senior Recital (0)
MUAP 501-504 Principal Performance Area M.M. (3)
MUAP 501A-504A Principal Performance Area P.S. and A.D. (6)
MUAP 551 Graduate Recital I (0)
MUAP 552 Graduate Recital II (0)

MUAP 553 Graduate Recital III (0)
MUAP 601-606 Principal Performance Area DMA (3)
MUAP 751 DMA Recital I (0) Prerequisite: Concurrent registration for MUAP 601 required. (Fall/Spring)
MUAP 752 DMA Recital II (0) Prerequisite: Concurrent registration for MUAP 601 required. (Fall/Spring)
MUAP 753 DMA Recital III (0) Prerequisite: Concurrent registration for MUAP 601 required. (Fall/Spring)
MUAP 754 DMA Recital IV (0) Prerequisite: Concurrent registration for MUAP 601 required. (Fall/Spring)

Audio Recording

MUAR 151A-154A CIM Audio Internship (0) Development of recording engineering skills through professional level work in the CIM Audio Service. (Fall/Spring)
MUAR 251A-254A Audio Recording Internship (0) Professional level work in the CIM Audio Service (Fall/Spring)
MUAR 200 Audio Recording I (2) A study of basic recording principles and systems; also techniques of recording and editing. (Fall)
MUAR 201 Audio Recording II (2) Further study of basic recording principles and systems with an introduction to digital recording. Prerequisite: composition and audio recording majors with MUAR 200, or consent of instructor. (Spring)
MUAR 202 Pro Tools Production I (2) Pro Tools is the Industry standard for digital Audio Production. This course follows the Avid curriculum for Pro Tools user certification. Requires a personal laptop computer (Mac preferred) with Pro Tools 10 and the complete production toolkit software. (Fall)
MUAR 203 Pro Tools Production II (2) Pro Tools is the Industry standard for digital Audio Production. This course follows the Avid curriculum for Pro Tools user certification. Requires a personal laptop computer (Mac preferred) with Pro Tools 10 and the complete production toolkit software. (Spring)
MUAR 250/450 Audio Recording for Non-Majors (2) This is a hands-on course for musicians who wish to understand the processes for recording music and speech that will be beneficial to their musical careers. Topics include microphone techniques, signal processing, delivering audio masters, computer workstations, audio software and the business of music. (Fall/Spring)
MUAR 300 Advanced Recording Techniques I (2) A study of advanced microphone, recording, and monitoring systems and techniques, with an emphasis on two track digital recordings of classical music and critical listening. Prerequisite: composition and audio recording majors with MUAR 201 and graduate standing, or consent of instructor. (Offered every other year in the Fall semester)
MUAR 301 Advanced Recording Techniques II (2) Further study of advanced microphone, recording, and monitoring systems and techniques, with an emphasis on two track digital recordings of large ensemble classical music. Prerequisite: composition and audio recording majors with MUAR 300 and graduate standing, or consent of instructor. (Offered every other year in the Spring semester)
MUAR 302 Multitrack Recording Techniques I (2) A study of multitrack recording and mixdown techniques. Prerequisite: composition and audio recording majors with MUAR 301 and graduate standing, or consent of instructor. (Offered every other year in the Fall semester)
MUAR 303 Multitrack Recording Techniques II (2) Further study of multitrack recording and mixdown techniques, with an emphasis on synchronization to video. Prerequisite: composition and audio recording majors with MUAR 302 and graduate standing, or consent of instructor. (Offered every other year in the Spring semester)
MUAR 310-311 Recording Studio Maintenance I, II (1, 1) Study of techniques for optimizing professional recording equipment performance. Prerequisite: composition and audio recording majors with MUAR 201 and graduate standing, or consent of instructor. (Fall, Spring)
MUAR 320-321 Acoustics of Music (1) A seminar in the basic concepts of musical acoustics and research in this area. The students actively participate in experiments exploring various topics in musical acoustics. (Fall/Spring)
MUAR 322-323 Recording Workshop (1) Recording Workshop adds another level of hands-on intensive study of microphone

placement. Each week a different instrument or group of instruments is available for experimentation. Recordings are made of all classes resulting in a comprehensive set of test recordings at the end of each semester that students can refer to well into the future when making recording decisions. (Offered every other year in the Fall semester)
MUAR 380 Junior Recording Techniques Thesis (4) (Fall/Spring)
MUAR 385 Recording Studio Internship (4) Internship requirements often necessitate completion of work that extends beyond the time limit of the semester in which the student is registered for the course. (Fall, Spring, Summer)
MUAR 390 Senior Recording Techniques Thesis (6) (Fall/Spring)
MUAR 399 Undergraduate Independent Studies (3)
Prerequisite: consent of the CIM Dean. Petition to the Dean should include a detailed outline of a proposed research project. (Fall/Spring)
MUAR 402 Multitrack Recording Techniques I (3) A study of multitrack recording and mixdown techniques. Prerequisite: composition and audio recording majors with MUAR 303 and graduate standing, or consent of instructor. (Offered every other year in the Fall semester)
MUAR 403 Multitrack Recording Techniques II (2) Further study of multitrack recording and mixdown techniques. Prerequisite: composition and audio recording majors with MUAR 402 and graduate standing, or consent of instructor. (Offered every other year in the Spring semester)

Composition

MUCP 200/400 Composition Seminar (0) Weekly meeting of all composition majors for master classes with visiting composers and performers; presentation of special class composition projects; investigation of recent compositional trends. (Fall/Spring)
MUCP 301 Composition for Performers (2,2) Techniques of motive development and composition in small forms. Prerequisite: consent of instructor. (Fall, Spring)
MUCP 310/410-311/411 Orchestration I, II (2) Introduction to the problems and techniques of scoring for strings, woodwinds, brasses, and percussion. Transcriptions and scoring for diverse combinations from chamber groups to full orchestra.
MUCP 320/420-321/421 Electronic Music Production I, II (2, 2) A practical study of computer assisted electronic music composition covering traditional concepts, analog and digital synthesis, MIDI, sequencing, sampling techniques, and video soundtrack production. Prerequisite: open to composition and audio recording majors, or others with consent of instructor. (Fall, Spring)
MUCP 380 Junior Composition Thesis (0) (Fall/Spring)
MUCP 390 Senior Composition Thesis (0)
MUCP 551 Master of Music Thesis, Composition (0) (Fall/Spring)
MUCP 751 Composition Document DMA (3) (Fall/Spring)
MUCP 752 Final Composition DMA (3) A substantial composition for orchestra to be performed by the CIM Symphony Orchestra. Prerequisite: Concurrent registration in 600-level MUAP study is required. (Fall/Spring)

Eurhythmics

MUDE 100 First-Year Eurhythmics Lab (0) First-Year Eurhythmics Lab is an experience designed to provide additional support for students as they take Eurhythmics I as first-year students. This class will allow students to review for Eurhythmics I assessments and seek clarification as needed. Materials will be presented aurally, visually, and kinesthetically to provide an immersive rhythmic experience. (Fall)
MUDE 101-102 Eurhythmics I, II (1, 1) The physical expression of rhythm in which large bodily movements form the reference for rhythmic analysis. Study of pulse, meter, patterns, cross rhythms, improvisation, rhythmic canons, and bodily coordination emphasizing proper tension and relaxation. Prerequisite: previous or concurrent registration in MUTH 101 and 105. (Fall, Spring)
MUDE 203-204 Eurhythmics III, IV (1, 1) Continuation of MUDE 101, 102, with materials of increased difficulty, as well as study of syncopation, rhythmic counterpoint and conducting movements. Prerequisite: MUDE 101, 102. (Fall, Spring)

MUDE 305/405-306/406 Eurhythmics V,VI (1, 1) Continuation of MUDE 202, with material of increased difficulty, as well as study of augmentation and diminution of rhythmic figures and patterns, irregular pulse and meter, and canons with pulse changes. Prerequisite: MUDE 202. (Fall, Spring)

MUDE 307/407-308/408 Eurhythmics VII,VIII (1, 1) Problems of musical rhythm as expressed in words of Classical and Contemporary composers; participation in all areas of eurhythmics. Discussion and experimentation with various methods, approaches and ideas. (Fall, Spring)

MUDE 310-311 Improvisation Techniques I, II (2, 2) Development of skills in purposeful and evocative harmonic progressions for functional keyboard use, stressing effects of melodic direction and phrasing on rhythmic impulse. Study of essential rhythmic elements for teaching eurhythmics to adults and children. (Periodically)

MUDE 320/420-321/421 Eurhythmics Pedagogy for Young Children I, II (2, 2) Investigation of objectives and methods for teaching children. Preparation of lesson plans, motivation, and development of physical skills. Observation and student teaching of children's classes. (Periodically)

MUDE 322/422-323/423 Eurhythmics Pedagogy for Young Adults I,II III, IV (2, 2) Practice teaching; discussion of problems in class organization, interdepartmental integration; application of Eurhythmics principles to the teaching of adults. A comprehensive paper illustrative of application of Eurhythmics principles in music education and the arts must be submitted and approved for completion of pedagogy requirements. (Periodically)

MUDE 350 Eurhythmics Keyboard Practicum (1) This course give students the opportunity to apply skills gained in MUDE 310-311 in the context of accompanying eurhythmics classes at a variety of levels.

MUDE 351 Practicum in Adult Education (1) Teaching various levels of conservatory coursework and examination of curriculum development. Permission of the instructor is required. (Periodically)

MUDE 402, 404 Eurhythmics for Graduate Students I, II (1, 1) Emphasis on the development and stabilizing of an inner pulse. The use of the body as a reference for the experience and development of rhythmic skills and perceptions. Areas covered: meter, rhythmic patterns, cross-rhythms, canons, polyrhythms, and unequal pulse meters. (Fall, Spring)

Ensembles

MUEN 100 Sightreading Seminar (1) Practical application of sightreading techniques at the keyboard with emphasis on sonata and chamber music literature. Training in orchestral reductions. Discussion of interpretation and selection of editions. Classroom study of scores involving other instrumentalists. (Fall)

MUEN 150 Freshman Collaborative Ensemble (1) (Spring)

MUEN 200 Sophomore Collaborative Ensemble (1) Emphasis on strengthening collaborative piano skills and broadening student's knowledge and performance of vocal and various instrumental repertoire. This is a performance class and student's will be expected to prepare assigned repertoire and play in class every week. (Fall/Spring)

MUEN 275 Elements of Conducting (3)

MUEN 276 Advanced Conducting (2)

MUEN 290 Freshman/Sophomore Sonata (1) This class is an introduction to collaborative piano repertoire. The goal of this class is to discover basic repertoire and learn how to prepare quickly. (Fall/ Spring)

MUEN 300 Junior Collaborative Ensemble (1) (Fall/Spring)

MUEN 301 Advanced Collaborative Piano (1) (Fall/Spring)

MUEN 309 Junior Collaborative Seminar (1) (Fall/Spring)

MUEN 310 Sonata Seminar (1) (Fall/Spring)

MUEN 315/415 Accompanying at the Harpsichord (2) A practical introduction to accompanying a variety of Baroque vocal and instrumental works in a stylistically appropriate manner. Particular emphasis on the Bach sonatas for flute, violin, and viola da gamba. Students who are accompanying on recitals are encouraged to perform in class and receive coaching. Limited to six students. Prerequisite: MUGN 315 and consent of instructor. (Spring)

MUEN 320/420 Harp Ensemble (1) (Fall/Spring)

MUEN 321/421 Percussion Ensemble (1) (Fall/Spring)

MUEN 329/429 Two-Piano and Piano Duet Class (1) (Fall/Spring)

MUEN 330/430 Opera Performance (1) Prerequisite: assignment by Director of the Opera Program. (Fall/Spring)

MUEN 350 Senior Collaborative Ensemble (1) (Fall/Spring)

MUEN 355 Miscellaneous Ensembles (1)

MUEN 356 University Circle Wind Ensemble (1) (Fall/Spring) Designed for the most advanced woodwind, brass, and percussion players. Stresses the single-performance concept utilizing only players needed for a given piece. Audition required. Undergraduate wind, brass, and percussion students are required to play in one wind ensemble concert per semester. Additional participation is encouraged on a volunteer basis.

MUEN 357/457 New Music Ensemble (1) Focuses on music since 1980 although earlier, important works of contemporary music are occasionally programmed. (Fall/Spring)

MUEN 358/458 String/Piano Chamber Music (1) (Fall/Spring) A minimum of ten hours of coaching and a public performance is required.

MUEN 359/459 Intensive Quartet Seminar (2) (Fall/Spring) A minimum of ten hours of coaching and a public performance is required.

MUEN 360/460 Apprentice Quartet (2) (Fall/Spring) A minimum of ten hours of coaching and a public performance is required.

MUEN 361/461 Advanced Piano Trio Program (2) (Fall/Spring) With faculty guidance, student will select a complete trio to learn in depth. Students are required to absorb and utilize the works of their colleagues as well.

MUEN 363/463 Guitar Ensemble (1) (Fall/Spring)

MUEN 364/464 Intensive Sonata Duo (1) (Fall/Spring)

MUEN 366/466 Woodwind Chamber Music (1) (Fall/Spring)

MUEN 368/468 Brass Chamber Music (1) (Fall/Spring) A minimum of ten hours of coaching and a public performance is required.

MUEN 373, 374 CWRU Jazz Ensemble I, II (0-1)

MUEN 381/481 CIM Symphony Orchestra (1-2) (Fall/Spring)

MUEN 382 CWRU Concert Choir (1) (Fall/Spring)

MUEN 383 CWRU Bands, Symphonic Wind Ensemble (0-1)

MUEN 384 CWRU Bands, Spartan Marching Band (0-1)

MUEN 385 CWRU/University Circle Chamber Orchestra (0-1)

MUEN 395 Collegium Musicum (1)

MUEN 396 Early Music Singers (1)

MUEN 397 Baroque Orchestra (1)

MUEN 400 Graduate Collaborative Ensemble (1) Practical application through collaboration with vocal and instrumental majors in lessons, master classes, studio classes, and recitals as appropriate. May be repeated. (Fall/Spring)

MUEN 401 Advanced Collaborative Ensemble (1) (Fall/Spring)

General

MUGN 120 Freshman Colloquium (1) This course is a one-credit seminar required as part of the undergraduate experience. (Fall)

MUGN 175 World Music Rhythms (2, 2) A lab/world music workshop for instrumentalists and vocalists that focuses on the student's ability to internalize and comprehend a range of rhythms. The teaching emphasizes speaking rhythm and then performing the lessons on the frame drum. The course materials are based upon a contemporary application of old-world teaching methods from North Africa, the Mideast, and South India. The rhythms are polyrhythmic and cyclical in nature. (Fall/Spring) * Course not available 2017-2018, may be replaced by approved music elective or ensemble.

MUGN 291 Opera Workshop I (2) The structured workshop setting utilizes arias, scenes, improvisations and music-theater exercises to develop performance skills and build strength and clarity of communication for the opera stage. Students are required to spend twelve hours per semester in technical support for the opera productions. Prerequisite for undergraduates: THTR 100 Acting for Non-majors and DANC 103 1st Year Modern Dance Technique I, or assignment by Director of the Opera Program. (Fall/Spring)

MUGN 292 Opera Workshop II (2) (See MUGN 291.) Prerequisite: assignment by Director of the Opera Program. (Fall/Spring)

MUGN 293/493 Opera Workshop III (2) (See MUGN 291.) Prerequisite: assignment by Director of the Opera Program. (Fall/Spring)

MUGN 299 Artist Certificate Special Project (1) (Fall/Spring)



MUGN 315/415 Introduction to the Harpsichord (2)

Introduction to harpsichord technique and the interpretation of 17th- and 18th-Century Baroque keyboard music. Study of national styles, ornamentation, articulation, tempi, dynamics, fingering, and registration. Focus is on short representative works of Byrd, Couperin, Rameau, Duphy, Bach, Scarlatti, and Soler, as well as other works chosen by participating students. Limited to six students. Prerequisite: open to CIM and CWRU music majors with keyboard background; consent of instructor. Not open to harpsichord majors. (Fall)

MUGN 321-322/421-422 Applied Diction (2,2) These courses are intended for undergraduate/graduate voice and collaborative piano majors with insufficient background in the fundamental rules of English, French, German, and Italian pronunciation and the International Phonetic Alphabet. Two languages are covered in each course. (Fall, Spring)

MUGN 325/425 Broadcast Procedures (3) A survey of the organization, principles and techniques of radio and television broadcasting as they apply to the audio engineer, director or producer. Members of the class act as the production team for a series of monthly live music broadcasts originating at CIM and heard over Cleveland radio station WCGLV. (Fall/Spring)

MUGN 340 Practicum in Baroque Ornamentation (1) Discussion of current theories of ornamentation and improvisation for instrumentalists and singers interested in historically informed interpretation of Baroque music. Students are encouraged to bring works of their choice to class for performance and discussion. (Periodically)

MUGN 345/445 Studio Music: Practical Skills (1)

MUGN 350/450 Off-Campus Internship (0) Off-campus employment in the major field. All undergraduate and graduate students who participate in an off-campus activity in the major field for employment are required to register for this course. Prerequisite: written permission from the major instructor, Dean of the Conservatory, and other appropriate faculty. (Fall/Spring)

MUGN 370/470 Introduction to Improvisation (1) (Fall/Spring) This is a lab course and attendance is required. No prior experience in improvisation is required. This course deals with the basic concepts of improvisation. We will be studying basic scales used in improvisation and their chord structures. Students will put into practice basic major, minor and pentatonic scales. We will also cover triad pairing and other alternative scale options.

MUGN 371/471 Choral Conducting I (1) Study of the techniques of choral conducting and a general survey of choral literature. (Fall)

MUGN 372/472 Choral Conducting II: Conducting for Organists/Church Musicians (1) Advanced study of choral conducting and rehearsal techniques using varied repertoire of all styles. (Offered every other year in the Spring semester)

MUGN 373/473 Orchestral Conducting I, II (1, 1) Study of orchestral scores, covering elements of style, form, and interpretation. Development of baton technique through conducting of small instrumental ensembles. (Fall/Spring)

MUGN 380/480 Feldenkrais Method: Awareness/Movement (1)

MUGN 394/494 Opera Directing (2) This course covers the basic elements of directing, with a heavy emphasis on the tasks that precede the first rehearsal. These include the development of ground plans and a basic understanding of stage lighting.

MUGN 398 Senior Seminar (1) A one-credit seminar required of all BM students. The seminar is geared to help seniors plan for the business of a life in music. Preparation of a portfolio including photo, repertoire lists, biography, resume, curriculum vitae, and sample cover letters. Issues of management, marketing, taxes, financial planning, and auditioning are discussed with professionals. In addition, a review and assessment of theoretical skills is covered to help with preparation for graduate school auditions. (Fall)

MUGN 461 Collaborative Piano Seminar (1)

MUGN 751 Recital Document I DMA (3) (Fall/Spring)

MUGN 753 Recital Document II: Lecture-Recital DMA (3) (Fall/Spring)

MUGN 790 DMA Continuing Study (1)

Music History

- MUHI 201 History of Western Music I (3)** Covers the origins of Western music to ca. 1800. Prerequisite: MUTH 102 (Fall/Spring)
- MUHI 202 History of Western Music II (3)** covers from ca. 1800 to present. Prerequisites: MUHI 201 and MUTH 102 (Fall/Spring)
- MUHI 310-311 Music Cultures of the World I, II (3, 3)** Musical comprehension, instruments, and role of music in society. MUHI 310 — cultures of Europe, Africa, and the Americas. MUHI 311 — cultures of the Pacific, Near East, and Asia. Prerequisite: MUHI 201 or consent of instructor. (Periodically)
- MUHI 315 History of Jazz and American Popular Music (3)** Musical styles and structures of jazz and American popular music with emphasis on music since 1900. Prerequisite: MUTH 202, MUHI 201. (Periodically)
- MUHI 341 Introduction to Early Music Performance Practices (3)** Summary and perspective of the problems and issues associated with the field of early music performance practices. Prerequisite: MUHI 201. (Fall)
- MUHI 342 Seminar in Early Music Performance Practices (3)** Seminar in a specific instrumental and/or vocal area of performance practices, such as Baroque vocal, or instrumental, or keyboard practices. Prerequisite: MUHI 341/441 or consent of instructor. (Spring)
- MUHI 390 Undergraduate Research Seminar (3)** Special projects appropriate to individual interests and needs. Prerequisite: consent of instructor.
- MUHI 401 Methodologies of Music History (3)** Introduction to the scholarly study of music, including principles of music bibliography, techniques of library research, and evaluation of editions. Special emphasis given to the relationship between musical performance and research in the history and criticism of music. Attention also given to design of oral presentations and research papers on musical topics. Required of first-year students in the Master of Music degree program. (Fall)
- MUHI 431 Medieval Music: Early Christian to 1425 (3)** The Mass, liturgical drama, early polyphony through Ars Nova. Secular movements in music. (Offered every other year)
- MUHI 432 Music of the Renaissance, 1425-1600 (3)** Vocal polyphonic music from the Burgundian School through Elizabethan madrigal. (Offered every other year)
- MUHI 433 Music of the Baroque Period, 1600-1750 (3)** Musical developments from Monteverdi to Bach and Handel. (Offered every other year)
- MUHI 434 Viennese Classicism, 1750-1830 (3)** Development of the symphony, concerto, chamber music, and opera in the works of the Mannheim composers, Haydn, Mozart, and Beethoven. (Offered every other year)
- MUHI 435 Nineteenth-Century Music, 1830-1900 (3)** Romanticism and other 19th-Century trends in music up to Impressionism. (Offered every other year)
- MUHI 436 Twentieth-Century Music (3)** Critical and analytical study of music since 1900. Examination and discussion of style characteristics and aesthetic aims of Contemporary composers. (Offered every other year)
- MUHI 441 Introduction to Early Music Performance Practices (3)** (See MUHI 341.)
- MUHI 442 Seminar in Early Music Performance Practices (3)** (See MUHI 342.)
- MUHI 443 Medieval and Renaissance Notation (3)** Theory of chant, modal, mensural and tablature notations. Practice in making literal transcriptions, editing, and preparing scores for performance. (Periodically)
- MUHI 598 Music History Comprehensive Exams (0)**
- MUHI 590 Seminar in Music (3)** Problems in musical criticism, aesthetics, and analysis, as well as historical style. (Spring)
- MUHI 610 Bibliography and Research Methods in Music (3)** Seminar in research methods and techniques stressing the analytic and functional approaches to bibliography. (Fall)
- MUHI 611 Doctor of Musical Arts Seminar (3) Prerequisite:** MUHI 610 (Spring)
- MUHI 798 DMA Written History Comprehensive Examination (0)** The music history component is administered through CWRU. (Fall/Spring)

MUHI 799 DMA Oral History Comprehensive Examination

(0) Administered through CWRU. (Fall/Spring)

Music Literature

- MULI 320/420 Piano Literature (3)** Chronological survey of keyboard literature from the 17th Century to the present. Detailed analysis of representative works; study and comparison of keyboard styles. Prerequisite: MUTH 320 and MUHI 201 or the equivalent. (Fall)
- MULI 321/421 Chamber Music Literature (3)** Chronological survey of important chamber music literature. Analysis of representative sonatas, trios, quartets, and larger ensembles. Prerequisite: MUTH 202 and MUHI 201 or the equivalent. (Fall/Spring)
- MULI 322 Symphonic Literature (3)** Representative masterworks of symphonic literature. Analysis and discussion of essential details, form, style, and instrumentation. Prerequisite: MUTH 202 and MUHI 201 or the equivalent. (Fall/Spring)
- MULI 323/423 Vocal Literature (3)** The course traces the history of art songs, emphasizing the union of the two art forms: poetry and music. Attention is drawn to style differences arising from the generation of the composer; the language of the poetry, and predilections of the individual composers. Course content may vary from year to year, but 19th- and early 20th-Century German and French song are always included. Prerequisite: MUHI 201. (Fall)
- MULI 324/424 History and Literature of the Opera (3)** Historical development of opera from the 17th Century to the present. Detailed analysis of representative works. Prerequisite: MUHI 201. (Spring)
- MULI 325/425 Guitar Literature (3)** Study of the uses, technique, notation, tuning, construction, repertoire, improvisation, interpretation, and national styles of lute and guitar in the 15th through 18th Centuries. Emphasis is on actual utilization of studied material in performance of transcriptions for modern guitar. (Offered every other year)
- MULI 328/428 Oratorio Literature (3)** Large works for soloists, chorus, and orchestra ("oratorios" broadly defined to include masses, requiems, and passions, as well as oratorios proper) are considered in this course. Works which set the same text or tell the same story are compared and contrasted. Individual student projects and presentations are included. Composers include Handel, Bach, Mozart, Beethoven, Verdi, Brahms, and others into the 21st Century. (Fall) (Periodically)

Pedagogy

- MUPD 330/430 Introduction to Vocal Pedagogy (2)** The goal of this course is to help the student acquire a basic methodology for teaching the art of singing. This will be accomplished through a study and observation of teaching methods with an emphasis on practical applications for both performers and teachers. (Fall)
- MUPD 331/431 Practicum in Vocal Pedagogy (2)** The goal of this course is to help the student acquire a basic methodology for teaching the art of singing. This will be accomplished through a study and observation of teaching methods with an emphasis on practical applications for both performers and teachers. (Spring)
- MUPD 340/440 Piano Pedagogy I (2)** Introduction to the problems and psychology of teaching the beginning pupil, emphasizing practical application of pedagogical principles. The class meets one hour weekly: 30 minutes with a beginning pupil and 30 minutes in discussions of appropriate beginning material, adaptation of the child to the instrument, and development of technique and musicianship. Class members teach pupils throughout the year and observe private lessons within the CIM Preparatory Department. (Fall, Spring)
- MUPD 341/441 Piano Pedagogy II (2)** Organizing piano literature into levels of difficulty; appropriate use of published materials; in-depth study of psychological/developmental differences in the various age groups; problems pertaining to the adult pupil and the pupil who has had inadequate previous training; teaching of secondary piano at the collegiate level. The class meets one hour weekly. Class members observe instruction within the CIM Conservatory and Preparatory Departments. (Fall, Spring)

MUPD 350/450-351/451 Guitar Pedagogy I, II (2, 2) The art and science of teaching the classical guitar. An overview of classical guitar technique from beginning through advanced levels. A survey of various current methods and materials of studio teaching. Different learning styles and practice methods are also discussed. (Fall, Spring)

MUPD 445 Suzuki Pedagogy I (2) Exploration and application of the philosophies and principles of playing and teaching the violin using the Suzuki method. In-depth study and performance of the Suzuki Violin School Volumes 1-5. Supplemental scales, arpeggios, etudes, and works from the standard repertoire are also included. (Fall)

MUPD 445A Practicum in Suzuki Pedagogy I (1) Fulfills Suzuki Association of the Americas requirements for registration of Unit I through observation of private and group lessons. The course also provides trainees with hands-on experience working with students and parents. (Fall)

MUPD 446 Suzuki Pedagogy II (2) Exploration and application of the philosophies and principles of playing and teaching the violin using the Suzuki method. In-depth study and performance of the Suzuki Violin School advanced repertoire. Prerequisite: Suzuki Pedagogy I (Spring)

MUPD 446A Practicum in Suzuki Pedagogy II (1) Fulfills Suzuki Association of the Americas requirements for registration of Unit 2, 3, and 4 through observation of private and group lessons. The course also provides trainees with hands-on experience working with students and parents. (Spring)

MUPD 447 Suzuki Pedagogy III (3) Apprentice teaching; class members teach private lessons under supervision of instructor. Directed observation of children's private and group lessons within the CIM Preparatory Suzuki String Program. Prerequisite: Suzuki Pedagogy I and II. (Fall)

MUPD 448 Suzuki Pedagogy IV (3) Apprentice teaching continued; class members teach private lessons under supervision of instructor, and assist with teaching of Suzuki group lessons and string orchestras within the CIM Preparatory Department. Prerequisite: Suzuki Pedagogy I, II, and III. (Spring)

Repertoire Classes

MURP 300/400 Repertoire Class: Violin Orchestral Repertoire Class (1) (Fall/Spring)

MURP 301/401 Repertoire Class: Viola Repertoire Class (1) (Fall/Spring)

MURP 302/402 Repertoire Class: Cello Orchestral Repertoire Class (1) (Fall/Spring)

MURP 303/403 Repertoire Class: Double Bass Orchestral Repertoire Class (1) (Fall/Spring)

MURP 304/404 Excerpt and Viola Class (1) The Excerpt and Viola Class is a two year course that helps viola students to develop the knowledge and skills necessary to play and teach orchestral excerpts and to prepare for orchestral auditions.

MURP 305/405 Repertoire Class: Guitar Seminar (1) (Fall/Spring)

MURP 306/407 Repertoire Class: Organ Practicum (1) A two-year course cycle that in the first year covers keyboard skills (transposition, score reading, arranging piano reductions for the organ, etc.), improvisation, and all fundamentals of service playing (hymns, accompanying, etc.). The second year includes a semester of study each in organ history/design and organ pedagogy. (Fall/Spring)

MURP 307/407 Repertoire Class: Piano Practicum (1) (Fall/Spring)

MURP 308/408 Repertoire Class: Orchestral Keyboard (1) Study of numerous keyboard parts in orchestra scores: mostly piano and celesta parts. (Fall)

MURP 310/410 Repertoire Class: Trumpet Repertoire Class (1) (Fall/Spring)

MURP 311/411 Repertoire Class: Horn (1) (Fall/Spring)

MURP 312/412 Repertoire Class: Trombone Low Brass (1) (Fall/Spring)

MURP 314/414 Repertoire Class: Bassoon (1) A performance class devoted to repertoire for the bassoon. Material consists of etudes, excerpts and solo pieces. (Fall /Spring)

MURP 315/415 Repertoire Class: Clarinet (1) (Fall /Spring)

MURP 316/416 Repertoire Class: Oboe (1) (Fall/Spring)

MURP 317/417 Repertoire Class: Flute (1) (Fall/Spring)

MURP 320/420 Repertoire Class: Vocal Repertoire (2)

Introduction to new repertoire and discuss its appropriateness for the age, experience of the singer. (Fall/Spring)

MURP 367/467 Brass/Woodwind Repertoire Class (1) Class is either a sectional preparation for an upcoming orchestra concert or as a reading of standard orchestra repertoire. (Fall/Spring)

MURP 461-462 Vocal Interpretation for Collaborative Pianists I, II (1) (Fall, Spring) (Offered every other year)

MURP 371/471 Sacred Choral Repertoire I (1) A survey of shorter, anthem-length choral repertoire from the 16th Century to the present, including reading, listening and planning music for special occasions. (Offered every other year in the Fall semester)

MURP 372/472 Sacred Choral Repertoire II (1) A survey of major sacred choral works from the Baroque to the present (i.e., Bach Passions, the B-minor Mass, Requiems of Mozart, Berlioz, Verdi, Brahms, and others). (Offered every other year in the Spring semester)

Music Secondary Performance

MUSP 101-104 and MUSP 401-401 Secondary Performance: Class Piano (1,1)

MUSP 201-204 and MUSP 501-504 Secondary Performance Lessons (2,2)

Music Theory

MUTH 003 Pre-Conservatory Theory (3) Development of security in knowledge and skills related to basic materials of musical structure (scales, key signatures, intervals, triads, etc.); general introduction to literature of Western music. Preparation for MUTH 101/105. Credit is not applicable toward fulfillment of CIM degree requirements. This remedial course must be satisfactorily completed within the first two semesters of study. May not be taken Pass/Fail. Prerequisite: Placement by Theory Department. (Fall)

MUTH 101-102 Harmony-Keyboard I, II (2, 2) Study of scales, intervals, triads, seventh chords, and their inversions. Harmonization of melodies and bass lines, chorale study, modulation, analysis; taken concurrently and correlated with MUTH 105, 106. Creative use of material. Both aspects of the course must be passed in order to complete requirements. Prerequisite: placement examination; limited to CIM and CWRU music majors. (Fall/Spring)

MUTH 105-106 Sightsinging-Eartraining I, II (2, 2) Aural and vocal study of isolated and contextual rhythmic patterns, scales, intervals, triads, seventh chords, and traditional and Contemporary songs in treble and bass clefs. Correlated and taken concurrently with MUTH 101, 102. Both aspects of the course must be passed in order to complete requirements. Prerequisite: placement examination; limited to CIM and CWRU music majors. (Fall/Spring)

MUTH 201 Harmony-Keyboard III (2) Study of chromatically altered triads and seventh chords; ninth, eleventh, thirteenth, Neapolitan, and augmented sixth chords; regular and irregular resolutions. Continuation of MUTH 101, 102. Correlated and taken concurrently with MUTH 205. Both aspects of the course must be passed in order to complete requirements. Prerequisite: MUTH 102, or placement examination. (Fall/Spring)

MUTH 202 Chromatic and Post-Tonal Theory (4) Continuation of MUTH 201. The course consists of two parts: (1) Conclusion of tonal and chromatic topics, such as augmented sixth chords, enharmonic usage of diminished seventh chords, chromatic modulation, etc., through written assignments and analysis, keyboard harmony, sight singing, and aural skills. (2) Theory and analysis (including aural skills) of post-tonal compositions, including bridge period music, set theory, serialism, and other topics chosen by the instructor. Prerequisite: MUTH 201, or placement examination; limited to CIM and CWRU music majors. (Fall/Spring)

MUTH 205 Sightsinging-Eartraining III (2) Aural and vocal study using alto and tenor clefs, as well as treble and bass. Correlated and taken concurrently with MUTH 201. Both aspects of the course must be passed in order to complete requirements. Prerequisite: MUTH 106 or placement examination. (Fall/Spring)

MUTH 301/401 Harmony-Keyboard V (2) Keyboard study emphasizing improvisation, transposition, score reading, and modulation; harmonization of complex melodic lines. Prerequisite: MUTH 202. (Offered periodically)

MUTH 305/405 Sightsinging-Eartraining V (3) Continuing emphasis on the development of aural and vocal skills in all clefs, with particular attention to contemporary music, and increased emphasis on performance at sight of a wide range of literature. Prerequisite: MUTH 202. (Offered periodically)

MUTH 310 Instrumentation and Choral Arranging (3)

MUTH 311 Sixteenth-Century Counterpoint (2) Exercises in the five species. Writing of short compositions and motets in two, three, and four voices. Prerequisite: MUTH 202 or placement examination. (Periodically) (Offered every other year)

MUTH 312 Eighteenth-Century Counterpoint (3) Analysis and writing of inventions in two parts, and fugues in three and four parts. Prerequisite: MUTH 202 or placement examination. (Fall/Spring)

MUTH 320 Form and Analysis (3) Aural and visual analysis of structural and stylistic features of 16th through 20th-Century music. Prerequisite: MUTH 202. (Fall/Spring)

MUTH 390 Theory Major Literature Review (2) Overview of theoretical literature and training in analytical writing. Prerequisite: MUTH 312 and MUTH 320; Music Theory Double Major only. (Fall)

MUTH 400A General Theory: Review of Musical Structure (3) Provides review in fundamentals of form, counterpoint, and four-part harmony. Course designed for graduate students; credit is not applicable toward degree requirements. Must be satisfactorily completed within the first two semesters of study at CIM. Prerequisite: assignment by placement testing. (Fall/Spring)

MUTH 400B General Theory: Sightsinging-Eartraining Review (2) Provides review in fundamentals of sightsinging in four clefs, and melodic and harmonic dictation including chromatic harmony and modulation. Course designed for graduate students; credit is not applicable toward degree requirements. Either the sightsinging OR the dictation portion must be satisfactorily completed within the first two semesters of study at CIM. Prerequisite: assignment by placement testing. (Fall/Spring)

MUTH 407 Analytical Techniques and Terminology (3) The course explores analysis as a tool which helps to bring about informed performance, and it serves to help prepare the student for the MM comprehensive examination in music theory. Works from Baroque, Classical, Nineteenth-Century and Twentieth-Century repertoire form the basis of study. Prerequisite: placement examination. (Fall/Spring)

MUTH 423 Analysis of Musical Styles (3) Analysis of selected musical compositions from various periods of the common practice era. Emphasis on traditional structures, stylistic features, and the relationship of analysis and performance. (Spring)

MUTH 424 Schenkerian Analysis (3) Introduction to the theories of Heinrich Schenker and their application to the analysis of tonal music. Intensive analytical work and selected readings. Prerequisite: MUTH 400A competency. (Fall)

MUTH 425-426 Analysis for Conductors I, II (2, 2) Development of in-depth analytical procedures for conductors. Analysis of works, with emphasis on selected compositions currently in preparation by CIM Orchestras, Cleveland Orchestra, etc. Prerequisite: Conducting majors or consent of instructor. (Offered every other year)

MUTH 461 Theory Pedagogy (3) Principles of the teaching of theory at all levels, with examination and appraisal of teaching methods, textbooks, recent concepts, etc. (Spring)

MUTH 495 Seminar in Music Theory (2-3) Special topics; course may be repeated. (Periodically)

MUTH 598 MM Music Theory Comprehensive Exam (0)

MUTH 798 DMA Written Theory Comprehensive Examination (0) The music theory component is administered through CIM. (Fall/Spring)

MUTH 799 DMA Oral Theory Comprehensive Examination (0) Administered through CIM. (Fall/Spring)

English as a Second Language

ESL 100 American Speech (2) A course designed for ESL (English as a Second Language) students who need to improve English communication skills and improve their TOEFL Speaking scores. Must be passed within the first two semesters of study at CIM by completing the TOEFL examination with a score equal to or greater than iBT 79. (Fall/Spring)

ESL 101 English Language Development (5) An intensive course that prepares students to increase their scores on the Test of English as a Foreign Language (TOEFL iBT). The course will concentrate on four core areas: reading, listening, speaking and writing. It will familiarize students with the structure of the test, basic concepts and test-taking strategies, as well as provide practice on full-length practice tests. Designed to meet the particular needs of international music conservatory students. Must be passed within the first two semesters of study at CIM by completing the TOEFL examination with a score equal to or greater than iBT 79. (Fall/Spring)

ESL 102 English for Academic Purposes (1) This course is designed for CIM undergraduate students who are non-native speakers of English in order to help them refine and expand their academic reading and composition skills to help them transition seamlessly to college-level composition courses (e.g. ENGL 148 at CWRU).



STUDENT LIFE



Residence Life

Cutter House, CIM's residence hall, is adjacent to CIM and is coeducational. Residence in Cutter House is mandatory for all first and second-year undergraduates. Second-year students who commute from an immediate family residence may be exempted from the on-campus housing requirement. In unusual circumstances, CIM may not be able to provide Cutter House accommodations for eligible transfer students. Such students, as well as all other new students entering above the sophomore level, may either apply for on-campus accommodations through the CIM Office of Student Affairs or investigate the off-campus housing opportunities in the University Circle area. Information about off-campus housing can be found on [cim's website](#).

Meal Plans

The conveniently situated board facilities of Case Western Reserve University are available to all CIM students, and Cutter House residents are expected to participate in the CWRU board plan.

Students enjoy the ability to tailor dining options to meet their needs and schedule. The plans offer resident and nonresident students the opportunity to choose a set number of meals per week, which are available everyday during normal operating hours at Leutner and Fribley Dining Commons, as well as the Quad Grab & Go location.

Off-Campus Housing

Graduate students as well as most upper level undergraduates live off campus. CIM provides, on the Student pages of the [website](#), access to off-campus housing bulletins which contain advertisements for the following: rental of apartments, rooms in private homes, third floors in houses, single and multifamily homes, condominiums, and roommates wanted. Most of the vacancies are near CIM or in the suburban communities close to University Circle. Many are within walking distance.

Health and Wellness

The Office of Student Affairs coordinates general health and wellness programs for the benefit of the CIM community, in coordination with the Institute's partners at Case Western Reserve University (CWRU) Health Services, CWRU Behavioral Health Services, and as needed, with local health and wellness providers in the Cleveland area. In addition, CIM maintains staffing of counseling hours on the CIM premises by having psychologists available to provide both individual and group therapies to CIM students.

CIM is committed to ensuring that all music students will be provided basic information regarding the maintenance of [hearing, vocal, and musculoskeletal health](#) and injury prevention. General information on this topic is found at [cim.edu/students/wellness.php](#); additionally, CIM's Robinson Music Library has developed an online resource tool specifically for this area of knowledge, found at [libguides.cim.edu/wellness](#).

Detailed information about Health and Wellness at CIM, including topics including Student Health Program, resources and referrals to local health and wellness practitioners are found on the [wellness page](#). Details about an earplug purchase program and a chart on average decibel levels in different types of musical environments and the relationship to aural health are found on the wellness website listed on previous page.

Student Workers: Health & Safety Training

The Cleveland Institute of Music maintains a thorough departmental training program for students who may be employed to work in Student Work Study positions. In particular, students in the Library, Mail Room, Recording Services, Distance Learning Services, Concert Hall Stage Managers, Set-up Crew, and the stage crew for opera productions are all given instruction in proper use of materials and equipment. In addition students in specific majors who are required to use potentially dangerous equipment are all trained appropriately; students working for Concert and Events are trained in moving stage equipment and instruments, etc. Only students trained in the process for moving equipment are allowed to do so.

Student Health

The Cleveland Institute of Music recognizes an obligation to support the physical and mental well being of its students. All full-time students participate in the CWRU Student Health Program, which includes care provided by the [University Health Service](#) and coverage under the CWRU Medical Plan. All students who have paid the Health Service Fee are eligible to make use of the services offered within the Health Service.

Health Requirements

All new full-time students should complete an Immunization History and submit it to [University Health Services](#). This is particularly important for CIM students who may be traveling internationally. A copy of this history should be kept with the passport.

Ohio Revised Code Section 1713.55 requires all students *living in on-campus housing* to submit a statement on their vaccination status for meningitis and hepatitis B before they can live on campus. (Students need not be vaccinated to comply with this Ohio law. They simply must be informed that the vaccines are available, though they may be declined, if desired.) More information about the vaccines can be found on the Health Service website (go to the search engine at Case.edu and type in "health service").

Student Medical Plan

The [Student Medical Plan](#) provides coverage, within the benefit guidelines, for medical services provided outside the Health Service. This includes such things as laboratory tests, x-rays, emergency room treatment, and hospitalization.

Academic Accommodations

Students are never obligated to self-disclose their disability to Disability Resources, other staff members or faculty. However, students with disabilities who wish to obtain accommodations, auxiliary aids and/or services, must self-disclose their disability and direct their request(s) for accommodation(s) to the office of Disability Resources in the Office of Student Affairs at CIM. An appointment can be made by visiting the Associate Dean for Student Affairs, calling the office at 216-795-3163 or e-mailing the Associate Dean for Student Affairs at David.Gilson@cim.edu

In order to proceed with a determination of eligibility for services and the provision of applicable and reasonable accommodations, students must disclose their disability. Newly admitted undergraduate students are also encouraged to disclose any disability for which accommodation may be necessary as early as possible in order to ensure that resources are in place as early in the student's tenure at CIM as possible.

While students can disclose a disability and request an accommodation at any time during their enrollment, students are encouraged to disclose the need for accommodation(s) as soon as possible. Time for documentation review and arrangement of accommodation(s) may take as up to four weeks.

Temporary Disabilities

CIM is not obligated to provide accommodations for students with temporary disabilities, but attempts to do so when feasible.

As a courtesy, CIM attempts to provide services to students who experience acute illness or injury that will allow them to continue to access the physical campus as well as the academic curriculum. For instance, if a student breaks the wrist of his/her dominant hand, CIM may be able to provide a scribe for a test, or make arrangements for notes to be taken in class for the student. However, as is the case for permanently disabled students, the student would be responsible for all out of class work product.

Documentation

In order to seek appropriate accommodations for a disability, students are required to provide written documentation of their disability. Documentation must be from a qualified professional who has knowledge of the disability and of the specific student. The professional must be trained and qualified to render a diagnosis and to recommend accommodations for that particular disability.

Complete documentation should include as much of the following as possible:

- A diagnosis of the disability and a prognosis indicating the current status of the disorder as well as the expectation for the stability of the condition.
- Information should also include an explanation of the nature of the physical or mental impairment and its impact on any major life activity.
- Any psychological or physical test data relevant to the diagnosis.
- Any history and/or recommendations for accommodations should be part of the documentation.

Students are responsible for obtaining and providing CIM with the documentation from a qualified professional. In addition, students may be asked to sign a release of information form, authorizing the qualified professional to disclose information to the Associate Dean for Student Affairs.

Determining Eligibility and Accommodations

Upon receipt of the documentation, the Associate Dean for Student Affairs will review it to determine:

- that the source of the documentation is appropriate,
- that the documentation is complete,
- that the information in the documentation is current,
- that the student is a qualified person with a disability, and
- that the documentation supports the requested accommodations.

The Associate Dean for Student Affairs will ordinarily have an initial meeting with the student to obtain complete information on the disability and the requested accommodations. If the documentation is incomplete or insufficient to make a determination, the staff member will either request that the student obtain and submit additional documentation or contact the student's health care provider for additional information. The Associate Dean may consult with appropriate University or health care professionals when considering eligibility and reasonable accommodations. The Associate Dean will then determine the student's eligibility and interact with the student as outlined in the following section to determine any necessary and reasonable accommodations.

Notification to CIM Faculty of Accommodations

Within two business days of the determination that accommodations are warranted, the Associate Dean will create a Notice of Accommodation for the student.

If the student is seeking accommodation for classes in which they are currently enrolled, the Associate Dean will provide the student with enough copies of the notice (as well as any additional forms necessary for the student to present to the faculty member of each class in which the student is seeking accommodation. In addition, the student will sign a release that permits the Associate Dean to send electronic copies of the Notice of Accommodations to the appropriate faculty.



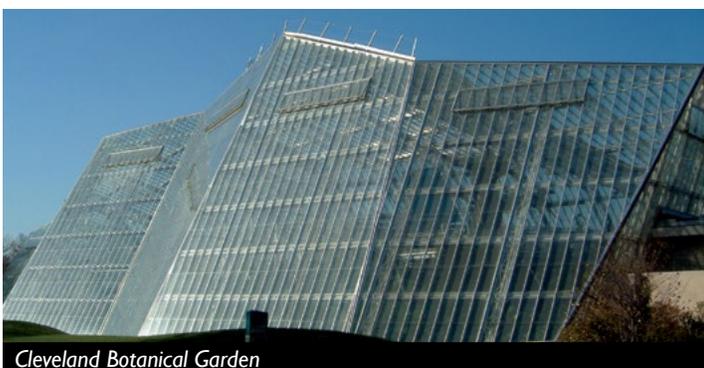
Severance Hall, home of The Cleveland Orchestra



Cleveland Museum of Natural History



Cleveland Museum of Art



Cleveland Botanical Garden

Once a student is registered for accommodations at CIM, the student is to schedule a meeting with the Associate Dean for Student Affairs upon completion of Pre-Registration for all subsequent semesters. At such time the student will notify the Associate Dean for Student Affairs of all faculty to whom they wish the Notice of Accommodations to be sent for the subsequent term of enrollment.

Student and CIM Faculty Member Meeting

- In circumstances where the student is seeking accommodation in a currently enrolled class, the faculty member should schedule a meeting with the student within 3 business days of receipt of notification in order to discuss the manner in which the accommodation may best be realized and which meet the expectations set forth in the Notice of Accommodations.
- If notification is being provided to a faculty member for a course in which the student is pre-registered, and the course has yet to meet; the faculty member is expected to communicate with the student prior to the first day of classes, and arrange a meeting within the first week of the new semester.
- Should the faculty member have questions as to whether their proposed method of accommodation for the student is consistent with the documentation, the faculty member may confer with the Associate Dean for Student Affairs.
- Accommodation must be offered for any form of graded assessment as soon as notification has been presented to the faculty member.

Please note: The Faculty member is in the best position to understand the nature of the course material and the learning modes required by the student to gain functional ability with the material. The faculty member is charged with defining for the student the level of accommodation which will be considered 'Reasonable'. [i.e. if the student is permitted Flexible Attendance as one form of accommodation, the faculty member is advised to clearly define the degree of flexibility of attendance which is reasonable. This is then documented in the Class Flexible Attendance Agreement signed by both student and faculty member.]

Notification to CWRU Support Services

If the student is seeking accommodation for classes at CWRU in which they are currently enrolled, or for which they are pre-registering:

- The student meets with the CIM Associate Dean for Student Affairs who will send a copy of all documentation to the Office of Educational Services [ESS] at CWRU.
- The student will set an appointment to meet with a professional staff member at the university's ESS office and complete all necessary processes at CWRU to be registered for accommodation at CWRU. An appointment can be made by visiting ESS in 470 Sears, calling the office at 216.368.5230 or e-mailing the office at disability@case.edu.
- CWRU will communicate accommodation notices to all faculty of university courses in which the student is seeking accommodation in accord with university procedures

Code of Conduct

The following code of conduct is intended to preserve freedom of expression and association at the Cleveland Institute of Music, while protecting the civil, personal, and property rights of CIM and its constituents. Conduct which may be subject to disciplinary action includes:

- Intentional disruption or obstruction, by interference with the freedom of movement of people or by any other means, of teaching, performance, administration or other CIM functions.
- Physical abuse of, or threat of physical abuse to, any person on CIM premises or at CIM-sponsored or supervised functions.
- Illegal possession, distribution, or use of drugs or violation of the alcohol policy. (See [CIM Student Handbook](#) for complete drug and alcohol policies.)
- Refusal to comply with directions of CIM instructional and administrative staff acting in performance of their duties.
- Theft of or intentional damage to property of CIM or property of a member of CIM community or campus visitor.
- All forms of dishonesty including cheating, plagiarism, knowingly furnishing false information to CIM, forgery, alteration or misuse of CIM documents, records or instruments of identification.
- Action constituting violation of law.
- Unauthorized and improper use of computers, network facilities, information services and resources. (See [CIM Student Handbook](#) for the Acceptable Use Policy.)

All students must maintain a professional attitude toward their CIM performance and classroom commitments. Regular, punctual attendance and preparation for rehearsals and classes are crucial to the attainment of professional artistic goals. CIM activities take precedence over all non-CIM activities, rehearsals, and performances. Interference with attendance at CIM functions by such outside events is cause for disciplinary action.

There are other specific rules and regulations within CIM or its components, violation of which may result in disciplinary action. (See [CIM Student Handbook](#) and [Cutter House Handbook](#).)

Occasions may arise when an individual student or student ensemble is called upon to perform at special CIM community, cultural or fund raising events. Such performance venues engender opportunities that are wholly consistent with the mission of the Institute. Invitation to participate in such an event is considered an honor, and such services are provided without payment.

Substance Abuse & Sexual Misconduct Policies

In accordance with governmental regulations, the Cleveland Institute of Music publishes detailed policies regarding substance abuse and sexual misconduct. These are annually included in CIM's Faculty/Staff and Student Handbooks.

Disciplinary Probation & Separation

Students in violation of the CIM Code of Conduct or attendance policies may be placed on Disciplinary Probation at any time by the Office of the Dean. Students placed on Disciplinary Probation may be ineligible for CIM scholarship aid. Further violation of the CIM Code of Conduct while on Disciplinary Probation may result in separation, and the transcripts of such students then reflect separation. Separated students may reapply for admission one year after the date of separation. Students living in residence halls are subject to Disciplinary Probation or separation for infraction of housing rules and regulations.

Student Appeals

Students who have been placed on probation may appeal the decision in writing to the Dean. Students who are separated for any reason may appeal in writing to the President, whose decision is final.

Student Affairs Tribunal

The Dean, at his or her discretion, may refer academic or disciplinary cases to CIM's Student Affairs Tribunal. Details about the Tribunal process are found in the [CIM Student Handbook](#).

Grievance Process

Academic Grievance Process: A student wishing to register a complaint about course instruction or evaluation should first discuss the matter with the course instructor. If the results of that conversation are unsatisfactory, the student may address the complaint to the head of the department or chairperson of the division. If neither step resolves the complaint, the student may take the matter to the Dean of the Conservatory for final review and decision. At his/her discretion, the Dean may refer the matter to the Faculty Senate for deliberation. Once a decision has been communicated to a student, it may be appealed in writing to the President.

Non-Academic Grievance Process: A student wishing to register a complaint about a non-academic matter prepares a written statement including a) the nature of the problem(s), b) the name of the individual(s) involved, and c) the result of any previous effort made to resolve the matter informally. The written statement is sent to the Dean of the Conservatory who contacts the person(s) named in the statement and attempts to resolve the matter informally. If informal discussion fails to resolve the problem, the Dean requests a written statement from the individual(s) accused and, if appropriate, convenes a meeting of the Student Affairs Tribunal, Executive Staff, or other administrative or faculty body as appropriate. The student initiating the procedure is notified by the Dean about the issue's resolution.

Student complaints of a less serious nature can be addressed directly to other appropriate administrative officers or faculty.

Suspension

In unusual circumstances, a student may be suspended for a defined or undefined period of time. In such cases, the student will be notified in writing of the terms of the suspension.

Additional Important Information

Legislation

Two pieces of legislation are of particular importance to students — The Family Educational Rights and Privacy Act of 1974 (FERPA) and the Student Right-To-Know and Campus Security Act of 1990.

FERPA

Provisions of this act protect the privacy of student educational records and require schools to notify students of their rights under FERPA. While the act gives parents certain rights with respect to their children's education records, these rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Accordingly, the records of eligible students may not be shared with parents/guardians without the consent of the student. CIM requires students to update the FERPA Release Form annually.

Student Right-To-Know & Campus Security

Provisions of this act require CIM to publish statistics related to campus crime. This information is available to all new, returning, and prospective students and parents upon request.

Performance and Composition Media

Rights Policy Students

By attending the Cleveland Institute of Music (CIM), each student hereby agrees to be bound by this intellectual-property policy pertaining to performances and compositions. All performances (excluding underlying compositions) by a student while enrolled at CIM are the exclusive property of CIM. These include, but are not limited to, student performances incorporated in sound recordings, audio-video recordings, and student performances that are broadcast or transmitted in any medium now known or hereafter devised. CIM owns worldwide rights to student performances, including associated copyrights and subsidiary rights in audio and/or audio-video recordings in which students' performances are embodied. CIM, at its discretion may register such rights with the Copyright Office or any other agency. CIM has the right to use a student's name, image, and likeness in connection with such performances and the promotion of the school. CIM may, at its sole discretion, use a student's performances for commercial, promotional, recruiting, or educational purposes in any medium now known or hereafter devised in perpetuity, including on CIM's website and/or on any of its affiliates' or broadcast partners' websites. These affiliates include, but are not limited to, live web streaming, YouTube, WCLV/WVIZ/Ideastream, Vimeo, and Instant Encore. CIM will be responsible for obtaining any licenses related to the use of any compositions embodied in such performances, if necessary.

Students in good standing with CIM have the right to use degree-recital audio or audio-video recordings for non-commercial, promotional purposes, e.g., on a personal website, social networking websites and/or in a demonstration or audition medium. CIM will notify those who are not in good standing. Students may use excerpt(s) of degree-recital audio or audio-video recordings to apply for summer festivals or other educational institutions at any time. Upon written request to

CIM, students may acquire the right to use recordings in which their performances are embodied for any other purposes. At its discretion, CIM may grant or deny such requests. Concert Series performances (including Orchestra, Opera, Ensembles, etc.) may not be made public in any way. Students are responsible for obtaining any licenses necessary for the use of musical compositions embodied in those performances.

All student compositions created in fulfillment of degree requirements remain the property of the student, except that if CIM makes, or causes to be made, any sound recordings or audio-video recordings containing student compositions while the student attends CIM, then CIM will have the right to use those recordings for commercial, promotional, recruiting, or educational purposes as set forth above. Accordingly, by pursuing a degree at CIM, each student grants to CIM all licenses, including, but not limited to, all mechanical, public performance, and synchronization licenses, necessary for CIM to use the student's compositions in sound recordings or audio-video recordings produced in any medium now known or hereafter devised in perpetuity while the student is an active CIM student.

Students in good standing with CIM have the right to use CIM-produced audio or audio-video recordings containing their compositions for non-commercial, promotional purposes, e.g., on a personal website, social networking websites and/or in a demonstration or audition medium. CIM will notify those who are not in good standing. Students may use at any time excerpt(s) of degree-recital audio or audio-video recordings that contain student compositions to apply for summer festivals or other educational institutions. Upon written request to CIM, students may acquire the right to use CIM-produced recordings in which their compositions are embodied for any other purposes. At its discretion, CIM may grant or deny such requests. If CIM desires to produce, or cause to be produced, a recording containing a former CIM student's composition(s) after the student graduates from CIM, then CIM will be required to seek and obtain the appropriate licenses from the student.





Equal Opportunity Policy

In the administration of its educational and admission policies, scholarship, loan, and other school-administered programs, the Cleveland Institute of Music is committed to nondiscrimination and equal opportunity. The Institute admits students to all the rights, privileges, programs, and activities generally accorded or made available to students at the school regardless of race, color, national or ethnic origin, citizenship, religion, age, sex, sexual orientation, or disability.

The Cleveland Institute of Music is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973. Complaints regarding alleged institutional discrimination, harassment and misconduct should be addressed to the Title IX Coordinator, David Gilson, Associate Dean for Student Affairs, 11021 East Boulevard, Cleveland, OH 44106. (216) 791-5000.

