

EASTERN MICHIGAN UNIVERSITY
Department of Music & Dance

**MUSC 687 Graduate Recital
Policies and Procedures**

1. Enrollment in MUSC 687 requires concurrent enrollment in 2.0 cr. hrs. of appropriate applied music.
2. Consult with the applied music professor to determine date, time & location.
3. Select a recital committee in consultation with the applied music professor. The committee is comprised of one faculty member from the performance area, one faculty member from outside the performance area, and the applied music professor. The permission form must be signed by all members of the recital committee. It is the responsibility of the student to see to it that the completed permission form is submitted to the Music Office.
4. The recital committee will attend the recital, determine whether or not to accept the performance, and assign a grade. If the recital committee decides to fail the recital, the student must repeat unacceptable portions in public performance.
5. If it is necessary to assign an "I" (Incomplete) grade for MUSC 687, the student must register again for 2.0 cr. hrs. of applied music for the semester in which the recital is actually performed.
6. A high quality recording (CD or DVD preferred) of the recital with a copy of the program attached must be submitted to the Music Office for the departmental archive. The expense of recording and production of the recording is the responsibility of the student.
7. The applied music professor, in consultation with his/her colleagues, determines whether or not a pre-recital hearing will be required. It is suggested that a hearing be conducted at least 4 weeks prior to the proposed recital date.
8. The recital will be presented in one of the locations listed on the permission form. Any exception in location must be approved by the Music & Dance Department Head.

Registration procedures

1. Schedule the date, time and location through the Music Events Office.
2. Obtain consent (signatures) of the applied music professor and the members of the recital committee.
3. Complete the permission form and submit it to the Graduate Coordinator in the Music Office. Once the Graduate Coordinator approves, registration for MUSC 687 will be processed by the Music Office staff.
4. Remember: enrollment in MUSC 687 requires concurrent enrollment in 2.0 cr. hrs. of appropriate applied music.