



GRADUATE PROGRAMS

DIVISION OF MUSIC

This manual is a guide for applicants, candidates, and faculty members in matters related to graduate studies in music. As such, it complements the university catalog. The catalog and manual together are binding on candidates for graduate degrees in the Division of Music. Questions about the manual or about graduate studies in music should be addressed to the Director of Graduate Studies in Music.

MISSION

The Division of Music of Samford University offers post-baccalaureate study leading to the following graduate degrees:

- **Master of Music (M.M.)** in Church Music
- **Master of Music (M.M.)** in Piano Performance and Pedagogy
- **Master of Music (M.M.)**: in Vocal Performance
- **Master of Music Education (M.M.E.)*** Vocal/Choral or Instrumental Music emphasis, Traditional Program
Applicants to this degree should hold initial teaching certification in music (the equivalent of an Alabama Class B).
- **Master of Music Education (M.M.E.)*** Vocal/Choral or Instrumental Music emphasis, Fifth-Year Non-Traditional program
To be eligible to enter the Fifth-Year Non-Traditional program, an applicant's undergraduate preparation must include courses in humanities, social sciences, natural sciences, and mathematics. Among these must be at least three credits in social sciences, four credits in natural sciences, and three credits in mathematics.
- **Special Graduate Status****: Non-Degree
Primary goals of students not seeking degrees are re-certification or continuing education in their professional fields.

**Offered in collaboration with the Orlean Bullard Beeson School of Education and Professional Studies.*

Master of Music in Church Music/Master of Divinity: The Beeson School of Divinity offers a **Master of Divinity** degree. The M.M./M.Div. dual degree program, offered in conjunction with the School of Divinity, allows students to pursue studies in music and theology.

ACCREDITATION

Samford University, a Carnegie Doctoral Research University, is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. The Division of Music is an accredited institutional member of the National Association of Schools of Music. All teacher education programs at Samford University are accredited by the National Council for Accreditation of Teacher Education and by the Alabama State Department of Education.

ADMISSION PROCEDURES

The application for admission to graduate music program is located online at <https://samford.edu/arts/music/graduate-degrees>. Unconditional admission to any program requires a grade-point average of 3.0 or above. International applicants must contact the Director of Graduate Studies in Music for additional procedures.

AUDITION/INTERVIEW

In addition to the application materials, each applicant must audition and interview for the appropriate music performance faculty. *Graduate audition dates can be obtained from the Samford School of the Arts website: www.samford.edu/arts. Recorded auditions are acceptable in extenuating circumstances contingent upon prior approval.*

AREA AUDITION REQUIREMENTS

Audition requirements vary by degree. Please consult the website to locate your degree which will contain detailed information about audition requirements.

AUDITION EXAMINATIONS

Entering degree seeking graduate students will be examined in music history and music theory. These examinations cover the range of courses in these areas that are contained in a typical Bachelor of Music degree program. They are designed to evaluate the applicant's mastery of this material as a foundation for graduate study. Required remediation in deficient areas must be completed prior to commencement of many academic graduate level courses. Course of study will be discussed and confirmed with the advisor for the specific area of study. Students auditioning for Vocal Performance will also take a diction examination.

PRIORITY APPLICATION DEADLINES

February 28	Summer and Fall enrollment
October 1	Spring enrollment

TUITION ASSISTANCE

The Division of Music offers tuition assistance each year on the basis of student achievement and department needs. Full-time enrollment is required to receive tuition assistance. Assistance may be tied to ensembles, academic assistance, and staff positions. Based upon the evaluations by faculty and the Director of Graduate Studies in Music, tuition assistance can be renewed for a maximum of two years for each degree earned.

ENROLLMENT

All graduate programs in the Division of Music may be on a full-time or part-time basis. The university recognizes eight (8) credits as the minimum full-time load in these programs.

A candidate may withdraw at any time. This should be done in writing to the Director of Graduate Studies in Music, with reasons stated. Should a former student wish to resume candidacy, he or she should contact the Director of Graduate Studies, who will, in consultation with the faculty of the Division of Music, determine if resumption is a possibility and what this would entail.

SPECIAL GRADUATE STATUS

Students wishing to enroll for graduate credit but not to seek degree candidacy may file an application for special graduate student status by submitting college transcripts and the Application for Graduate Studies in Music. Applicants accepted to this status may register for graduate credit in any course offered by the Division of Music, subject to permission of the area faculty upon examination of transcript, audition in an applied area, or the administration of the graduate exams normally given entering degree seeking graduate students. No more than twelve hours of graduate credit earned while in this status may be applied toward any Master's degree offered by the Division of Music.

TRANSFER CREDIT

If approved by the Director of Graduate Studies in Music, upon consultation with the faculty member and/or department chair, as many as twelve of the credits required for a Master's degree in the Division of Music may be transferred from other institutions. Transfer courses must have been completed within the six-year period prior to receipt of degree.

PROBATION

No course in which the grade earned is below B- may be counted toward the degree. A candidate must maintain a grade-point average of 3.0 (on a 4-point scale) to remain in good standing. Should the candidate's grade-point average fall below this standard, the candidate may be continued on probation for one semester to provide an opportunity to raise the average to 3.0. If this average is not achieved, the candidate is automatically withdrawn from the program.

CULMINATING EVENTS

Application for Graduation. Candidates for the M.M. and M.M.E. must complete an Intent to Graduate Form with the Director of Graduate Studies in Music. This Form is to be submitted prior to the beginning of the candidate's final semester for an intended Summer graduation. For Fall or Spring graduation, this form is to be submitted by the close of registration during the final semester.

Oral Comprehensive Examination. An oral comprehensive examination takes place during the final fall or spring semester of study. This examination is designed both to measure the candidate's knowledge in the subject material covered in the course of study and to evaluate the candidate's ability to integrate this knowledge and apply it to professional practice. The candidate is to submit an [Oral Comprehensive Examination Form](#) to the Director of Graduate Studies in Music one month before the scheduled exam with the graduate committee's initials as an agreement to serve on the committee. The graduate committee will consist of three faculty members as selected by the Director of Graduate

Studies who will also serve as chair. Weakness in a particular area may require the satisfactory completion of a specific written assignment at least two weeks prior to graduation. This exam is not required for candidates pursuing the M.M.E. National Board Cohort program.

There are three parts of this examination:

1. Music selections

The candidate is required to select three compositions in conjunction with the major professor and/or program advisor. The selections should represent the area of the candidate's study. The candidate may expect to answer questions related to these selections. For candidates in the Piano Performance/Pedagogy and Music Education programs, choose three compositions of contrasting styles. For candidates in the Church Music program, choose one work from your principal performance area, one congregational song, and one choral work. PDF files of your scores and audio links/mp3 files should be submitted to the graduate committee via email no later than two weeks prior to your scheduled examination.

2. Knowledge in your major field and professional practice

The candidate should consult with professors in the major field for preparation purposes.

3. General musical knowledge

This part will include a brief overview of musical knowledge not limited to your major field.

TIME LIMIT

Candidates have six calendar years from the time of initial enrollment in the graduate program to complete the degree. Under extenuating circumstances, candidates may apply for a one-year extension.

FACULTY AND ADMINISTRATIVE SUPERVISION

The Director of Graduate Studies in Music serves as an advisor for students in all graduate degree programs. In this role, the Director oversees the application process, monitors the satisfaction of requirements stipulated at the time of admission, offers counsel for professional development, assigns graduate committees, schedules comprehensive examinations, and certifies the eligibility of candidates for graduation. However, for academic advising and coursework-related issues, consult with area advisors - Dr. Kathryn Fouse for all Master of Music: Piano Performance and Pedagogy; Prof. Tim Heath for all Master of Music Education; Dr. Eric Mathis for all Master of Music: Church Music; Dr. Randall Richardson for all Master of Music: Vocal Performance.

It is the responsibility of the candidate to insure that all requirements are satisfied. Toward this end, consultation with the Director of Graduate Studies in Music and other members of the faculty is encouraged. These persons will not, however, accept the candidate's responsibility. It is strongly advised, both for accuracy of records and for the protection of the candidate, that all inquiries and requests be made in writing.

Policies and procedures for all graduate programs are approved by the faculty of the Division of Music and carried out by the Director of Graduate Studies in Music, who is appointed by the Associate Dean for the Division of Music. Requests for exceptions to the provisions of the catalog

and/or this manual should be directed to the faculty of the Division of Music through the Director of Graduate Studies.

CURRICULA

- Master of Music in Church Music
- Master of Music in Piano Performance and Pedagogy
- Master of Music in Vocal Performance
- Master of Music Education Instrumental or Vocal/Choral Music emphasis, Traditional
- Master of Music Education Instrumental or Vocal/Choral Music emphasis, Fifth Year Non-Traditional Program
- Master of Music Education Instrumental or Vocal/Choral Music emphasis, National Board Cohort
- Master of Music in Church Music/Master of Divinity Dual Degree

For further information, contact:

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