

Departmental Applied Organ Study Procedures and Policies

(Updated 5 March
2012)

Applied Lesson Grading and Attendance Policy

Lessons: Grading is based attendance, quantity of music learned, and quality of preparation for each lesson. Consistent progress and improvement are imperatives to good semester grades.

If you are unable to attend your lesson, please arrange to trade lesson times with another student so that the professor's schedule is not interrupted. Last minute cancellations for anything other than illness are made up at the professor's discretion.

Faculty who miss lessons due to other applied professional activity or illness will offer make-up lessons, either in advance if the absence is planned or after the absence.

I500: Studio Class and Sacred Music Practicum

Enrollment and attendance at I500 (Studio Class and Sacred Music Practicum) is mandatory for all enrolled in Q400 or Q900. You will be allowed **one** unexcused absence during the semester. Otherwise, excuses will only be given in the event of illness or for acceptable professional reasons. Each unexcused class will result in the lowering of I500 grade by a full letter grade.

Grading for I500 will based on:

- 1) Performing in Studio Class and SMP, as assigned by instructor.
- 2) Attendance and active participation.

Please check with your applied organ instructor regarding additional specific requirements

Juries

All MM, BM (BA, BSOF), and non-majors are required to play a jury each semester except during the semester when playing a degree recital. DM students play a jury once per year unless they perform a recital during that time. End of the semester juries, when required, usually count as half of the semester grade. All students in all organ degree programs are required to play one piece from memory at each jury.

MM and PD "mystery" piece

In order to demonstrate successful independent application of applied studies all MM and PD students must prepare a (brief) self-learned "mystery" piece that will be heard by the faculty on at the conclusion of each semester. The scheduling of this is customarily during the student's jury.

MM Comprehensive "Exam"

This requirement is met through the submission of program notes. Students should submit a final copy of their proposed notes to each faculty member not later than two weeks prior to their recital.

Upper Divisional Examination

See the JSoM bulletin for general policies regarding the UDE. Undergraduate organ majors generally play the Upper Divisional Examination at the conclusion of the fourth semester of degree study. It consists of twenty minutes of repertoire, with one piece played from memory. The works chosen should represent the Baroque period and at least one other contrasting period and style.

Recital Policies

See the JSoM bulletin for general policies regarding recitals.

Memory Requirements

BM, MM and PD students are encouraged, but not required, to perform at least one piece from memory on each degree recital. Doctoral students must play a total of 40-45 minutes of memorized music during the cycle of the three required doctoral recitals. This may be achieved by performing one entire recital from memory, or split among the three recitals.

Hearings:

BM, MM and PD students play a thirty minute recital permission hearing at least 2 weeks prior to their desired recital date. Students should be prepared to play any work in its entirety, though the faculty may wish to hear only excerpts from any or all of the recital repertoire.

DM students do not play hearings.

Scheduling

Recitals are scheduled according to general policies distributed by the Recital Scheduling Office. Within the available dates, students will select a recital date using the faculty availability calendar posted on the MA third floor each semester.

Recital Attire

Men: tuxedo, suit or formal coat and tie. Women: formal dress or trouser suit, either of which provide suitable coverage for reaching the top manual with grace and modesty.

Length

See the JSoM Bulletin page 91 for these requirements.

Encores and Program Notes

The department wishes to make a distinction between the formality appropriate for a degree recital and the more casual, less academic, approach that one might take when playing a recital for the general community or one's home church. For this reason, encores are not allowed at a degree recital and written program notes, rather than verbal, are encouraged. All program notes, written or verbal, must be approved by the student's instructor no later than two weeks prior to the recital.

Department Recital Attendance

Recitals by your peers, faculty and guest artists are a vital part of learning to play the organ. They offer each of you the opportunity to hear new music, or hear a new approach to music that you may already know, and they provide a venue for you to further your listening skills. Your attendance also offers the performer important peer support as each of you learns to perform in public. Attendance at recitals is expected and may be taken into consideration by your teacher when grading your applied organ or studio class work.

Any questions? Ask the **department chair**