Please note: This handbook is designed to assist and inform the graduate student of policies and procedures regarding the graduate program in The University of Southern Mississippi School of Music. Please consult with your major professor and the Director of the School of Music for additional information. The student has final responsibility for consulting the Graduate Bulletin for all university policies and procedures regarding graduate study and to ascertain that he/she has complied with all applicable requirements for graduation. Faculty advisers assist students in developing their programs, but these advisers cannot waive or vary degree requirements as they appear in the Graduate Bulletin. Students must read the "Doctoral Degree Requirements" section of the Graduate Bulletin; what follows pertains to School of Music practices and policies, and it amplifies Bulletin statements.

Revised July 2020
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D.M.A. Degree Plans

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Requirements Common to All
D.M.A. Degrees

D.M.A. The Doctor of Musical Arts in Performance

Students pursuing the Doctor of Musical Arts degree do so with an emphasis in performance. Specific areas in which the D.M.A. may be earned are:

- Bassoon
- Clarinet
- Collaborative Piano
- Euphonium
- Flute
- Guitar
- Horn
- Oboe
- Percussion
- Piano
- Saxophone
- String Bass
- Trombone
- Trumpet
- Tuba
- Viola
- Violin
- Violincello
- Voice

In addition to these, the School of Music offers a Doctor of Musical Arts in Conducting.

Admission Requirements

Acceptance into the doctoral degree programs of the School of Music requires expectations beyond those in the Graduate Bulletin. Admission to graduate study does not imply admission to candidacy for a doctoral degree. A maximum of nine (9) hours of graduate work earned before one has gained admission to the School of Music can be applied toward a graduate degree. Members of all under-represented groups are strongly encouraged to apply.

**Regular Admission**

Students seeking regular admission and wish to gain acceptance into doctoral level programs at The University of Southern Mississippi must:

- Have a grade point average of at least 3.5 (A = 4.0) on the previously-earned master’s degree.
- Pass a Candidacy Audition prior to admission into the School of Music.
- Submit at least three strong letters of recommendation and/or undergo a successful personal interview.
- Submit a Statement of Purpose which includes a rationale for seeking an advanced degree and states the desired area of specialization.

**Conditional Admission**

Students who are unable to meet regular admission standards may be considered for conditional admission. For details concerning conditional admission, see "Admission Requirements and Procedures," Graduate Bulletin, University of Southern Mississippi. [Admission Requirements and Procedures](#)
Candidacy

Candidacy Audition

All students must audition for the appropriate area faculty (generally, taped or recorded auditions are not acceptable; however, some areas accept Skype, video recording, or YouTube uploads. Early auditions are encouraged, and high level of performance is expected. The audition must be deemed "satisfactory" before an applicant will be accepted into the School of Music. With the approval of a current student’s Graduate Advisory Committee, applicants completing the Master of Music degree in performance at USM may use their graduate recital in lieu of a candidacy audition. The appropriate faculty must attend the recital, and the printed program must state the total purpose of the concert, (e.g., "This recital is given in partial fulfillment of the requirements for the degree Master of Music in Performance, and it also serves as an audition for acceptance into the Doctor of Musical Arts curriculum in the School of Music."). The student must begin doctoral study within one year of this audition.

Repertory lists with representative works are available upon request. Write: [instrument] professor, School of Music, The University of Southern Mississippi, 118 College Drive #5081, Hattiesburg, MS 39406-0001.

String and Woodwind Performance: For those majoring in string and woodwind performance, the audition must be at least 30 minutes in length and must include three works of contrasting style, preferably representing three different periods in music.

Brass Performance: For those majoring in brass performance, the audition must be a full recital for the brass faculty.

Percussion Performance: For those majoring in percussion performance, the audition should demonstrate proficiency on timpani, on mallet keyboards, and include a multiple- percussion piece.

Piano Performance: For those majoring in piano performance, the audition must be a full recital, memorized, and performed before the piano faculty. It must include three works of contrasting style, preferably representing three different periods in music (e.g., Baroque, Classical, Romantic, Impressionist, Contemporary). The faculty may select portions from the repertoire submitted. The piano area highly recommends the applicant discuss repertoire choices with a member of the piano faculty.

Voice Performance: Voice performance applicants must demonstrate, by audition, (1) advanced vocal technique; (2) good diction in English, French, German, and Italian; and (3) good vocal quality and musicianship. The repertoire must be memorized and include a total of eight contrasting selections - two selections each in English, French, German, and Italian - and must include one but no more than two arias from an opera or oratorio, an Italian song or aria, a German Lied, a French Mélodie, and a song in English. A minimum of five pieces will be heard. For International applicants (those outside of the U.S.) only, the voice faculty accepts preliminary auditions via “live" Skype, or current YouTube upload.
Examinations

Diagnostic Entrance Examinations
All entering doctoral students are required to take a Diagnostic Entrance Examination consisting of three parts: music theory, music history and literature, and expository writing. The purposes of this examination are (1) to determine if the student has foundation-level deficiencies that need to be addressed in order for him/her to be successful in doctoral-level courses, on the qualifying examinations, and on the comprehensive examinations; and (2) to provide information that will guide the student and his/her advisor in selecting useful and appropriate academic courses.

Diagnostic Examinations are administered on campus in fall, spring, and summer each Thursday and/or Friday preceding the first day of classes or as announced by the Coordinator of Graduate Studies. Newly admitted students should always see the Coordinator for the most up-to-date information.

Students who do not pass the history diagnostic exam must enroll in MUS 630. Students who do not pass the theory diagnostic exam must enroll in MUS 620. These courses must be included within the first two semesters of graduate work. Exceptions may be granted for the summer semester only.

Undergraduate music theory and/or history courses may be required as prerequisites to further study in graduate music theory or history. Students who do not pass the music theory review or the history review (or required undergraduate courses) will not be allowed to enroll in further study in music history or music theory until the grade of "B-" or better is earned in the required prerequisite course(s).

- **MUS 620, MUS 630** and undergraduate courses will not be counted toward hours earned for the Doctoral degree.
- Students with deficiencies may be required to take additional course work beyond the minimum required in the degree program.
- **NOTE:** Only the MME (Online) students may enroll in the online courses of MUS 620 and MUS 630 for graduate credit (summer courses). Resident students must enroll in the regular/campus-based course(s) of MUS 620 and MUS 630.

Qualifying Examinations
All doctoral students are required to complete a qualifying examination consisting of three written components (music theory, music history, and the student's major area). This examination must be completed before the beginning of the second semester of full-time doctoral study. Part-time students must complete this examination at the end of the third semester of enrollment. The purpose of the qualifying examination is to determine if, after a semester of doctoral coursework (which may include review courses) and of independent study, the student is academically qualified to proceed with doctoral study. The exam will guide the advisory committee in planning the student's program.

The area emphasis portion of the qualifying examination (e.g., conducting, music performance, etc.) will be graded by those members of the student's committee representing the emphasis area, followed by the other members of the committee. The music theory and history portions will be graded by theory and history faculty, respectively, followed by the other members of the student's committee.

The exact dates of the examinations are determined by the Coordinator of Graduate Studies. Announcements are posted and Reservation Forms will be available at least two months in advance of the exams. Students must register for the exam in advance and by the specified deadline with the Coordinator of Graduate Studies.
General Offerings:  Fall: The final full weekend in October / early November.
Spring: The second full weekend in April (as determined by Easter break).
Summer: The second full week of July.

How are the exams graded? Each part of the examination is graded by all members of the student’s committee (as described above). Results of the individual parts of the qualifying examination will be reported in one of three ways:
- Student shows no deficiencies.
- Student shows deficiencies, which are noted along with appropriate means to remove these deficiencies.
- Qualifying examination is judged unacceptable for one or both of the following reasons:
  Student has inadequate knowledge of the subject.
  Student cannot write and/or spell adequately.

What happens if there are deficiencies on the qualifying exam?
- Those who grade the examinations will make recommendations regarding the courses to be taken by the doctoral candidate.
- Students with deficiencies may be required to take additional course work beyond the minimum required in the degree program.
- Students with deficiencies may be required to take undergraduate courses for which no credit toward the doctorate will be gained.
- Doctoral students should consult their major professor and the Coordinator of Graduate Studies regarding qualifying examination policies beyond those listed in the Bulletin.

When a student performs unacceptably on one part of the qualifying examination:
- The student's major professor and committee must meet with the appropriate faculty to determine if the student will be allowed to continue in the program.
- If the student is to continue, the recommendations of the area faculty regarding course work must be discussed and determined by the student's Advisory Committee and appropriate area faculty.
- The recommendations regarding remedial coursework (if there are any) is given to the Coordinator of Graduate Studies and communicated to the student.

A failing grade on any part of the qualifying examination results in the following:
- Students retake the part(s) of the exam they failed within one calendar year of taking the prior exam.
- In those instances where a second examination is expected, the major advisor and/or the Coordinator of Graduate Studies will inform the student, in writing, as to the specific or general areas which will be tested.
- The qualifying examination may be retaken once.

What happens with the second exam?
- All parts failed must be repeated simultaneously.
- If the second examination is judged unsatisfactory by the Advisory Committee, in whole or in part, the student may not continue enrollment in the doctoral program.

When the student performs unacceptably on two parts of the qualifying examination:
- The student's major professor and committee must meet with the appropriate faculty to determine if the student will be allowed to continue in the program.
- In order to continue in the program, the student must retake both parts of the exam that were deemed unacceptable.
• If either part is judged unacceptable a second time, the student cannot continue in the doctoral program in music.
• Students who fail two or more sections of the qualifying examination must retake the exam on the next announced date the examinations are given.

General Policies Governing Examinations

After reservations for both qualifying and comprehensive exams are confirmed, the Coordinator will perform a preliminary audit to ensure all students are in compliance with policies and guidelines:

1. Enrollment.
2. Advisory Committee formed.
3. All coursework completed – comprehensive examinations.
4. Deadlines met.

If any policy requirement is not met, the student will be contacted by the Coordinator and the reservation may not be approved.

Course enrollment: Students must register for a minimum of 1 credit hour the semester the qualifying or comprehensive exam is taken, inclusive of summer semesters. [See the Graduate Bulletin: “General Degree Requirements” – Examinations - General Degree Requirements.]

Graduate Advisory Committee: All newly admitted doctoral students must have their advisory committee in place prior to submitting a reservation to sit for the qualifying examinations.

Coursework: All major coursework must be completed prior to reserving a seat for the comprehensive examinations.

Deadlines: Non-compliance with deadlines may result in a rejection of the reservation.

Comprehensive Examinations

At the completion of all coursework and examinations, the doctoral student is required to take a written comprehensive examination. DMA candidates take a written comprehensive examination in the area of specialization, music theory, and music history. Doctoral comprehensive exams are given the same time period as the qualifying examinations. The exact dates of the examinations are determined by the Coordinator of Graduate Studies. Students must register for the exam two months in advance with the Coordinator of Graduate Studies. (See above under Qualifying Entrance Examinations.)

How is the test prepared and graded? The examination in the student’s area of specialization will be prepared and graded by the student’s committee members from that area. The examinations in music theory and history will be prepared and graded by the appropriate area faculty. All portions of each exam will then be graded by all of the other members of the student’s committee.

Results: The Coordinator of Graduate Studies must receive the results of the comprehensive examination in time to notify the University Registrar and the Graduate Office.

A failing grade on any part of the comprehensive exam results in the following:
• Students must retake the part(s) of the exam they failed within one calendar year of taking the prior exam.
• In those instances where a second examination is expected, the major advisor and/or Coordinator of Graduate Studies will inform the student, in writing, as to the specific or general areas which will be tested.

What happens with the second exam? (The comprehensive examination can be retaken once.)
• All parts failed must be repeated simultaneously.
• If the second examination is judged unsatisfactory by the Advisory Committee, in whole or in part, the student may not continue enrollment in the doctoral program.

Advisory Committee

Early in the first term of full-time residence or before nine (9) hours of graduate credit have been earned, the student and the major professor select those faculty who will serve as the student's Advisory Committee. Doctoral committees must include five members: 1) the major professor, 2) another professor from the major area, 3) another professor from the major area (or a substitute approved by the School of Music Director), 4) a representative from Music Theory, 5) a representative from Music History. Changes to this formula must be pre-approved in writing by the School of Music Director. The Advisory Committee must be appointed before taking the qualifying examination.

Various degree requirements are completed when the members of a student's Advisory Committee indicate their approval with a signed vote of 5-0 or 4-1. These milestones include choice of repertoire for each recital, recital performances, the plan of study, grading each section of the qualifying and comprehensive exams, the dissertation /doctoral project prospectus, and the defended dissertation itself.

• In the only exception to this broad rule, the recital repertoire for a DMA student in conducting needs instead to be approved by the three members of the conducting faculty on the student's Advisory Committee.

Plan of Study

The student and the major professor shall develop a Plan of Study based upon qualifying examination information together with course requirements. In those cases where a student is required to take additional course work beyond the minimum required by the degree, the Advisory Committee will counsel the student and plan the program of studies. The degree Plan of Study must be completed, and appropriate paperwork filed with the Graduate School during the first semester of enrollment. See the Coordinator of Graduate Studies for signature and submission.
Dissertation/Doctoral Project

The following areas in the D.M.A. Performance degree have the option of the dissertation or doctoral project.

<table>
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<tr>
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</tr>
<tr>
<td>Euphonium</td>
<td>Saxophone</td>
<td>Violoncello</td>
</tr>
<tr>
<td>Flute</td>
<td>String Bass</td>
<td>Voice</td>
</tr>
<tr>
<td>Guitar</td>
<td>Trombone</td>
<td></td>
</tr>
<tr>
<td>Horn</td>
<td>Trumpet</td>
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The D.M.A. dissertation, an option for completion of the Doctor of Musical Arts degree, must be a written dissertation that is an original and significant contribution to the knowledge of the field; it must give evidence of the candidate's ability to make a scholarly investigation of limited scope.

The Doctoral Project is a lecture recital accompanied by a lecture document. This lecture recital/document gives evidence of the candidate's ability to make a scholarly investigation of limited scope.

D.M.A. in Piano Performance

The two tracks for the Doctor of Musical Arts in Piano Performance are explained below.

DMA in Piano Performance Dissertation Option

A. Three (3) recitals:

1. Solo recital
2. Choice of Concerto, Chamber, or Solo Recital
3. Lecture-recital*

B. Written Component: DMA Document of min. 50 pages (including examples, but without the front matter and appendices).

* The lecture-recital may be (but is not required to be) on a topic related to the DMA Thesis/Document.

DMA in Piano Performance Doctoral Project Option

A. Four (4) recitals:

1. First solo recital with program notes (properly documented and referenced, under the guidance of the applied professor).
2. Second solo recital with program notes (properly documented and referenced, under the guidance of the applied professor).
3. A choice of: either a concerto or a chamber recital with program notes (properly documented and referenced, under the guidance of the applied professor).
4. Lecture-recital (with a properly cited paper and references that could either be the script for the lecture-recital or be modified for oral delivery under the guidance of the applied professor).

The committee must meet and approve the cited paper (whether it be the proposed script or the research document that will be later modified for oral delivery), including required edits, at least one semester prior to the performance of the lecture recital.

The public lecture-recital must be 50-60 minutes in length and be divided roughly equally between performance and lecture. Both the performance and lecture portions must be delivered by the candidate. If a committee member cannot be present at the lecture-recital, a video recording of the entire lecture recital must be provided by the candidate.

Candidates choosing this option will write on a topic endorsed by the candidate’s committee. The topic approval (prospectus defense) should take place two semesters prior to the intended date of the lecture-recital.

B. Written Component: The above-mentioned program notes and lecture-recital paper serve as the written component of the Doctoral Project.

Other Performance Areas
Recitals
For all other DMA Performance areas, three recitals will be required in addition to the candidacy audition. One must be a solo recital, one must be either a full-length recital of chamber music or another solo recital, and the third chosen from the following options:
(a) Performance of a concerto with orchestra/band
(b) Performance of a major role in an opera
(c) Performance of a major role in an oratorio
(d) A full-length recital of chamber music
(e) A solo recital
(f) A lecture recital

As a general rule, not more than one doctoral recital may be presented by a candidate during any academic term, nor more than two during any nine-month period. See the Coordinator of Graduate Studies for details. Students must inform all committee members of the dates for degree performances well in advance and must return a signed copy of the Recital Repertoire Form to the Coordinator of Graduate Studies at least one week prior to the performance.

Dissertation or Doctoral Project
All DMA candidates must complete a research capstone in the form of a dissertation, or a doctoral project coupled with her or his lecture-recital. Whichever option is chosen, the candidate will complete the following components.

Dissertation Option:
Candidates choosing this option will write a document that makes an original and significant contribution to the knowledge of their field. The primary purpose of this document is to demonstrate the candidate’s capacity to work independently and to produce scholarship that meets professional standards. The dissertation should include at least 11000 words of prose, in addition to the front matter, appendices, musical examples, and bibliography.
All dissertation candidates must:

- Enroll in twelve (12) hours (cumulative) of MUS 898 Dissertation with their advisor to supervise their research;
- Have their prospectus reviewed and approved by their advisory committee. (This must occur in a different semester from the defense of the completed written project);
- Defend the results of their research before their advisory committee. (The advisory committee must be given three weeks to review and respond to the dissertation document or doctoral project. The candidate must receive written permission to proceed from the committee prior to scheduling a defense);
- Submit the associated approval form (Thesis, Dissertation, or Doctoral Project Proposal Approval Form) must be submitted to the Coordinator of Graduate Studies.

Defense of the Dissertation Prospectus

A formal defense of the dissertation prospectus is required. With the major advisor's approval, the student will schedule a date in consultation with the entire Graduate Advisory Committee. At the defense, the student will respond to questions about the prospectus. The prospectus shall be distributed to the Advisory Committee a minimum of two weeks prior to the scheduled defense date. The student is responsible for distributing the prospectus to the Advisory Committee in the required time frame. If this deadline is not met, the student forfeits the defense date and must reschedule the date at the convenience of the committee while still meeting the two-week minimum for distributing the prospectus.

- The dissertation topic must be approved by the student's major professor and Advisory Committee and must be an original and significant contribution to knowledge in the chosen field. Dissertation topics dealing with human subjects must gain approval from the Human Subjects Protection Review Committee (Institutional Review Board – IRB – https://www.usm.edu/research-integrity/cayuse-irb-overview.php Submissions are now made via Cayuse.
- Once a topic has been approved, the student must enroll in MUS 898 in each semester/term until the degree is completed.
- Instructions and requirements for completing your Thesis, Dissertation, or Doctoral Projects are found here: https://www.usm.edu/graduate-school/internalportal/instructions-and-videos.php
- Additionally, instructions specific to the development of an approved topic must be followed. See required pamphlet, “Prospectus Guide for the Doctor of Musical Arts Degree,” available from the School of Music.

Scheduling the Dissertation Defense

The major professor must advise the student when the dissertation is acceptable for distribution for the dissertation defense. The advisory committee shall have seen drafts of the dissertation for comments, edits and revisions several times prior to final distribution. The advisory committee will set a mutually agreeable date for the defense with the student. The final draft of the dissertation must be in the hands of the advisory committee a minimum of three weeks prior to the defense date. If this deadline is not met, the student forfeits the defense date and must reschedule the date at the convenience of the committee while still meeting the three-week minimum for distributing the dissertation.

The Dissertation Defense

After the dissertation has been completed and after all required course work has been completed, but at least seven weeks before the candidate is scheduled to receive the degree, a final oral examination on the dissertation and related fields will be conducted by the student's Advisory Committee. The examination will be open to all members of the graduate faculty.
NOTE from the Graduate Bulletin:

**Dissertation, Doctoral Project and Thesis Deadline Schedule**
The Graduate School maintains a schedule of deadlines for students writing theses, doctoral projects, and dissertations. The schedule is available at [www.usm.edu/graduate-school](http://www.usm.edu/graduate-school). Generally, students should be aware that applications for degree must be submitted one semester in advance of the semester or term in which they plan to graduate. The proposal must be defended at least one semester before the thesis/doctoral project/dissertation defense.

Although the School of Music continues to require bound copies of all dissertations, the Graduate School no longer provides a binding service. This is now the responsibility of the candidate. See the Coordinator of Graduate Studies for binding information. Uploads via Aquilla provides a digitized version for library purposes.

**DOCTORAL PROJECT OPTION:**
Candidates choosing this option will write a research document and present a public lecture recital on a topic endorsed by the candidate’s committee. The topic approval (prospectus defense) should take place two semesters prior to the intended date of the lecture recital. Although the written research document has a more limited scope than the traditional dissertation, it must constitute an original and significant contribution to the knowledge of their field. That document should contain at least 6000 words of prose, in addition to the front matter, appendices as necessary, musical examples, and a bibliography appropriate to the topic. The committee must meet and approve the completed document, including required edits, at least one semester prior to the performance of the lecture recital. It is understood that the script of the lecture recital will cover essentially the same ground as the accompanying research document but be modified for oral delivery under the guidance of the committee chair. The public lecture recital must be 50-60 minutes in length and be divided roughly equally between performance and lecture. Both the performance and lecture portions must be delivered by the candidate. If a committee member cannot be present at the lecture recital, a video recording of the entire lecture recital must be provided by the candidate.

All doctoral project candidates must:
- Enroll in twelve (12) hours (cumulative) of MUS 898 Dissertation with their advisor to supervise their research;
- Defend their doctoral project prospectus before their assembled advisory committee. (This must occur in a different semester from the committee’s evaluation of the completed written project.);
- Present the final doctoral project document to members of their advisory committee at least one month prior to the lecture recital. Members of the committee will have this time to review and comment on the doctoral project document before the lecture. The candidate agrees to make necessary changes in the document that are required by the committee in advance of the lecture recital. Candidates must receive written permission to proceed from all committee members prior to scheduling the lecture recital; and
- Submit the associated approval form *(Thesis, Dissertation, or Doctoral Project Proposal Approval Form)* must be submitted to the Coordinator of Graduate Studies.
Policies

Recital Requirements
Before scheduling a recital, the student must contact all members of the Advisory Committee and work to find a date that all can attend. In order for the recital to be given, a majority of the advisory committee—at least 3 of 5—must be in attendance. If members of the committee are unable to attend, a quality recording must be provided. At least fourteen days before the recital, the student must issue a written or emailed invitation to each member of his or her committee. If recitals are required by the student's degree plan, the Advisory Committee will:

- Approve the repertoire in writing (Students must fill out a Recital Repertoire Approval Form and return it to the Coordinator of Graduate Studies no later than one month prior to the recital date), attend the recital, and then all members must grade the recital as Satisfactory (S) or Unsatisfactory (U).
- At least 4 of the 5 members must judge the recital satisfactory for it to count toward the degree. Should a recital be judged Unsatisfactory, another recital, at a date determined by the Advisory Committee, must take place.
- Should a recital be canceled or postponed until a succeeding semester, the recital will be graded "I" (Incomplete).
- A student who receives two grades of Unsatisfactory in meeting degree recital requirements will not be allowed to continue as a candidate.
- Doctoral recitals shall not be scheduled to occur during the week of final examinations.

Jury Requirements/Final Examinations
Students who are enrolled in MUP (Music Performance) Private Lessons in their principal applied area and who are seeking the Doctor of Musical Arts degree with emphasis in performance must perform a jury for the appropriate applied faculty. All other doctoral students enrolled in MUP Private Lessons must perform a final examination for the applied teacher. The applied teacher must record and submit any exception to this policy to the Graduate Coordinator; signatures of all appropriate area faculty must be included on this form.

Ensemble Participation for DMA Students
All full-time DMA students are required to participate in a major ensemble during their first four semesters. Major ensembles in the School of Music for graduate students are Southern Chorale, Concert Choir, Wind Ensemble, Symphonic Winds, Opera, Orchestra, and Jazz Band. A maximum of two (2) hours of graduate credit earned from ensemble work may be counted toward a degree. The ensemble in which a student participates will be determined by the student's major applied area and area of interest. This major ensemble policy does not apply to graduate guitar or piano majors.

Continuous Enrollment Requirement
Doctoral students are expected to enroll continuously after completing required coursework through completion of all degree requirements, according to the following guidelines. Continuous Enrollment - Graduate Bulletin
Students must enroll for a minimum of one (1) credit hour of Dissertation MUS 898 each fall and spring semester until the student graduates.

The semester the student defends the dissertation he/she must enroll in at least one (1) credit hour of Dissertation (MUS 898).

Students must register for at least one (1) hour of MUS 898 the next semester if they have not deposited their dissertation in the Graduate School.

A student who fails to submit the final version of the dissertation to the Graduate School by the published deadline of the semester they defend must register for at least one (1) credit hour of MUS 898 each subsequent semester until the final version is submitted.

Students must enroll for one (1) hour in the Summer semester if they are using university services processing paperwork, e.g., library and/or technology services, defending theses/dissertations/doctoral projects, taking official degree exams.

If a student does not successfully defend their dissertation by stated Graduate School deadlines, they will be required to enroll for one (1) credit hour of MUS 898 the following semester.

Failure to enroll for the appropriate hours will result in the student being discontinued from USM and require that the student reapply for admission to the program.

Students are responsible for meeting all published deadlines found on the Graduate School website. If a student fails to submit the document prior to the published deadlines, the degree will be awarded the following semester, and the student must submit new application for graduation and enroll in one (1) hour of 898 during that semester (Graduate Bulletin).

Special Problems Courses (MUS 692, 792, MED 692, 792)

Students cannot enroll in special problems courses without appropriate approval. Petitions requesting permission to enroll are available on the School of Music website at https://www.usm.edu/music/forms-0

Petitions must be submitted to the Coordinator of Graduate Studies by the end of SOAR open registration. Special Problems courses demand a minimum of 45 hours work for each hour of credit earned. It is expected that the result of any problem undertaken be available for faculty examination; copies of term papers, examinations, or compositions must be turned in to the Coordinator for this purpose.

Residency Requirements

Minimum residency requirements are set by the Graduate School as either two successive semesters with a minimum of twelve (12) hours each or three successive semesters with a minimum of nine (9) hours each. See Policy here: Residency
**DMA: Policies (cont’d)**

**Responsible Conduct of Research**
All graduate students must complete the RCR training modules required by the Graduate School and their departments the first semester (or prior to – after admission) that they are enrolled in graduate school. The RCR policy and training information are found on the Graduate School web page [https://www.usm.edu/graduate-school/new-graduate-students.php](https://www.usm.edu/graduate-school/new-graduate-students.php) or ([https://www.usm.edu/research-integrity/program-requirements.php](https://www.usm.edu/research-integrity/program-requirements.php)).

CITI Program Instructions: [CITI Program Instructions - [pdf]](https://www.usm.edu/research-integrity/program-requirements.php). Contact the Dean of the Graduate School or Coordinator of Graduate Studies if you have any questions regarding the policy or training information. The RCR completion certificate is good for five years. Send completion certificates to the Coordinator Graduate Studies.

**Plagiarism**
Plagiarism is scholarly theft, and it is defined as the unacknowledged use of secondary sources. More specifically, any written or oral presentation in which the writer or speaker does not distinguish clearly between original and borrowed material constitutes plagiarism. Plagiarism is a serious offense. An act of plagiarism may lead to a failing grade on the work involved and, in the course, as well as sanctions that may be imposed by the department, the Graduate School, and the University. See the Graduate Bulletin for a more detailed definition of plagiarism or contact your major professor, Coordinator of Graduate Studies, School of Music Director or Graduate School Dean if you have any questions.

**Research Tools**
Candidates for doctoral degrees in the School of Music must comply with the language requirements (see below) specific to the DMA programs in which they are enrolled (described in the Graduate Bulletin, Requirements for a Doctoral Degree). Alternative research tools for doctoral students may be determined by the candidate’s Advisory Committee.

**Research Tools**
Candidates for doctoral degrees in the School of Music must comply with the language requirements specific to the DMA program in which they are enrolled (described in this Bulletin). Alternative research tools for doctoral students may be determined by the candidate's Advisory Committee.

**Language Requirement**
Satisfactory competence in English and German, French, or Italian is required for candidacy and must be approved by the Advisory Committee. Competence in a foreign language can be demonstrated by:

- having already completed three semesters (9 hours) of an undergraduate-level language course with a grade of B or higher;
- completing two semesters (6 hours) of graduate-level coursework in German or French or Italian in reading for research with a grade of C or higher.
- completing the College-Level Examination Program (CLEP) test in French or German. The CLEP can be taken at many sites. Students must obtain a minimum score on the total test in one of the languages as follows: French–43; German–39.
Others may be required by the major professor and the graduate advisory committee. Students may transfer these hours from an accredited institution upon admission, provided that the most advanced of the courses was taken within the last eight calendar years.

Course Retake Policy
A graduate student may retake one (1) course to improve the GPA or a single course grade, but the grade earned during the original attempt will remain on the transcript. However, the original grade will not compute in the cumulative GPA once a retake has been recorded. If a student intends to retake a course to raise the GPA and/or be removed from probation, the course must be retaken as soon as possible (e.g., at the next opportunity). The student will remain on probation until the course has been retaken.

Application for Degree

The doctoral student must complete the following steps one semester prior to the semester of graduation. For specific deadlines, see 2020-2021 Graduate Advising Timeline (posted) or Steps to Completion.

Obtain a copy of the Application for Degree cover sheet at Application for Graduate Degree under “Application to Graduate” materials.

- Complete the cover sheet and take it to the Coordinator of Graduate Studies for signatures.
- Pay fees at the Business Office; then take the Application for Degree cover sheet, together with the exit survey (download/login the exit survey from this page Survey of Earned Doctorates), to the Coordinator of Graduate Studies who will submit to the graduate degree auditors in the Graduate Studies Office / Graduate School.

When completed, in addition to the documents described above, the student’s file in the Graduate Office should contain the following:

- Graduate Committee Request Form
- Plan of Study
- Results of Qualifying Exams Form
- Results of Comprehensive Exams Form
- Dissertation Prospectus/Doctoral Project Approval/Admitted for Candidacy Form
- Results of Oral Defense of Dissertation Form
- Statements of proficiency in language and/or a substitute body of knowledge
- CITI Certificate
D.M.A. Degree Plans

Doctor of Musical Arts in Performance
(All areas except Conducting)

Candidacy Audition
All students must pass a Candidacy Audition approved by Area faculty prior to admission to the DMA Performance program. This audition must be deemed “Satisfactory” before one can be accepted into the School of Music. Generally, taped or recorded auditions are not acceptable, however, some areas accept Skype or current video recordings or YouTube uploads. Early auditions are encouraged, and high level of performance is expected.

In lieu of a candidacy audition, with the advanced approval of the School of Music Graduate Advisory Committee and after all faculty of the student’s performance area have received written notification, students who will complete the Master of Music degree in Performance at USM may use their MM degree recital as a simultaneous candidacy audition for the DMA degree. The appropriate faculty must attend the recital and the printed program must state the total purpose of the concert, e.g., “This recital is given in partial fulfillment of the requirements for the degree Master of Music in Performance, and it also serves as an audition for acceptance into the Doctor of Musical Arts curriculum in the School of Music.” (This notice may be for the designated faculty and the Coordinator of Graduate Studies only.) The student must begin doctoral study within one year of this audition.

Repertory lists with representative works are available upon request. Write: [instrument] professor, School of Music, The University of Southern Mississippi, 118 College Drive #5081, Hattiesburg, MS 39406-0001.

Brass Performance: For those majoring in brass performance, the candidacy audition must be a full recital for the brass faculty.

Percussion Performance: For those majoring in percussion performance, the applicant should demonstrate proficiency on timpani, on mallet keyboards, and should perform a multiple-percussion performance.

Piano Performance: For those majoring in piano performance, the audition must be a full recital, memorized, performed before the piano faculty; it must include works from at least three different periods in music (e.g., Baroque, Classical, Romantic, Impressionist, Contemporary). The faculty may select portions from the repertoire submitted. The piano area highly recommends you check your repertoire choices with any member of the piano faculty.

String Performance: For those majoring in string performance, the candidacy audition must be at least thirty minutes in length and must included three works of contrasting style, preferably representing three different periods in music.

Voice Performance: Voice performance applicants must demonstrate, by audition, (1) advanced vocal technique; (2) good diction in English, French, German, and Italian; and (3) good vocal quality and musicianship. The repertoire must be memorized and include a total of eight contrasting selections - two selections each in English, French, German, and Italian - and must include one but no more than two arias from an opera or oratorio, an Italian song or aria, a German Lied, a French Mélodie, and a song in English. A minimum of five pieces will be heard. For International (those outside of the contiguous U.S.) applicants only, the voice faculty accepts auditions via “live” Skype or current YouTube upload.
Woodwind Performance: For those majoring in woodwind performance, the candidacy audition must be at least thirty minutes in length and must include three works of contrasting style, preferably representing three different periods in music.

Special Requirement for Voice Performance
The student's transcript(s) must show grades of B- or better in at least one course in diction for singers and in two years of foreign language: German, French, or Italian (may include any combination of those languages). Students lacking these will be required to pass such courses in addition to the requirements for the degree. In lieu of course work, satisfactory performance on language exams, administered by the USM Department of Foreign Languages and Literatures, is acceptable. Also, the student’s transcript must show a solo recital at the Master’s level. Students lacking this requirement are expected to complete an additional solo recital to complete the DMA degree.

General Performance Area Course Requirements

Course Requirements (60 - 84 hours)

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>MUS 500 – Writing About Music</td>
</tr>
<tr>
<td>3</td>
<td>MUS 702 – Bibliography for Music Research</td>
</tr>
<tr>
<td>3</td>
<td>MUS 731 – Seminar in Performance Practice</td>
</tr>
<tr>
<td>12</td>
<td>MUS 898 –</td>
</tr>
</tbody>
</table>

Remaining coursework will be determined in light of the student's qualifying examination, entrance audition, his or her interests or professional goals, and the counsel of the major professor and Graduate Advisory Committee. In planning this program, the following minimum distribution of graduate courses (including master's degree work) is required:

- (30) semester hours in performance music studio study and recitals
- (9) semester hours in music history (survey courses and/or MUS 571)
- (3) semester hours in music literature (MUS 531 and/or courses with the word "literature" in the title)
- (9) semester hours in music theory

NOTE from the Graduate Bulletin:

Minimum GPA and Course Grade Requirements
A minimum 3.0 GPA in coursework is required for graduation. No grade below a "C" is acceptable in any coursework attempted. No more than two (2) grades of "C+" or "C" across six (6) credit hours is allowable in any coursework attempted. Some departments require a higher GPA and further restrict the number of "C" grades for graduation.
COLLABORATIVE PIANO

Pre-screening Requirements for DMA Collaborative Piano Performance
- Two contrasting movements from a standard duo sonata for piano and instrument:
  e.g. Beethoven, Brahms, Prokofiev, Franck, Schumann, Poulenc, Mozart
- Two contrasting art songs from the German, French, or English vocal repertoire:
  e.g. Schumann, Schubert, Duparc, Fauré, Barber, Vaughn Williams

DMA in Collaborative Piano Performance Live Audition
A complete standard instrumental sonata for piano and strings, winds or brass. Prokofiev, Franck, e.g. Brahms, Beethoven.

1. The first movement from a Mozart orchestral reduction. Choose one from the following:
   - Violin: K.216 in G major, K.218 in D major, or K.219 in A major
   - Flute: K. 313/285c in G major
   - Oboe: K. 314/271k in C major
   - Clarinet: K. 622 in A major
   - Bassoon: K. 191 in Bb major

2. Prepare 2 songs in each language, German, French and English (Total six songs). Below is a sample of the types of songs to include for your audition. They can include these selections, but you may also prepare your own. We will select two for you to perform at your audition.

   **German**
   - J. Brahms: *Meine Liebe ist grün* or *Wie melodien zieht es mir*
   - F. Schubert: *Gretchen am Spinnrade* or *Im Frühling*
   - R. Schumann: *Mondnacht* or *Widmung*

   **French**
   - H. Duparc: *Extase* or *Chanson Triste*
   - C. Debussy: *Il pleure dans mon coeur* or *C'est l'extase*
   - G. Fauré: *Mandoline* or *Notre amour*

   **English**
   - S. Barber: *The Desire for Hermitage* or *The Monk and his Cat*
   - A. Copland: *Heart! We Will Forget Him!*
   - R. Vaughan Williams: *The Vagabond* or *The Roadside Fire*

Recitals

**D.M.A. in Collaborative Piano**
Four recitals will be required in addition to the candidacy audition. Three will be a combination of vocal and instrumental repertoire. The fourth will be a lecture recital accompanied by a lecture document (approx. 30 pages in length). In order to ensure a holistic approach to collaborative piano, **recital repertoire will be an equal representation of instrumental, vocal and orchestral reduction repertoire.**
As a general rule, not more than one doctoral recital may be presented by a candidate during any academic term, or more than two during any nine-month period. Rare exceptions will be permitted, but under rigidly controlled procedures. See the Coordinator of Graduate Studies for details.

**Course Requirements for Collaborative Piano**

- **MUS 500** - Writing About Music
- **MUS 702** - Bibliography for Music Research
- **MUS 557** - Collaborative Piano Literature 1 (String and Piano)
- **MUS 558** - Collaborative Piano Literature 2 (Winds, Brass and Piano)
- **MUS 898** - Dissertation

The remainder of the course work will be guided by the counsel of the major professor and Graduate Advisory Committee. Curricular choices may be determined by several factors, including the student's performance on the qualifying examination and entrance audition, and the student's interests and/or professional goals. The following additional minimum distribution of graduate courses (including master's degree work) is required.

- 30 semester hours (MUP, MUS) in performance music studio study, recitals
- 6 semester hours (MUS) in music history
- 6 semester hours (MUS) in music theory
- 6 semester hours (MUS) in music literature (**MUS 531/MUS 540/MUS 541**)
- 6 hours (MED, MUP, MUS) electives (**MUS 539 - German Diction for Singers, MUS 546 - Instrumental Literature**)

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**Doctor of Musical Arts in Conducting Degree Plan**

**Candidacy Audition**

Acceptance of a prospective student into the D.M.A. program in the conducting area requires a previously earned master's degree in music or music education. The conducting faculty must be satisfied that the student is qualified to pursue the DMA in conducting at The University of Southern Mississippi. Satisfactory competence in English and German, French or Italian is required for candidacy.

All students must audition for the appropriate area faculty (generally, taped auditions are not acceptable). This audition must be deemed satisfactory before one can be accepted into the School of Music. Early auditions are encouraged, and a high level of performance proficiency is expected. Students must demonstrate a high level of musicianship with great potential as a conductor. The audition/interview process will consist of a rehearsal with a university performing ensemble and an interview with the appropriate faculty. (Applicants should request specific audition repertoire by communicating with the band, orchestra, or choral office.) Considerable experience as a member of a performing ensemble is expected.

In addition to the basic School of Music requirements, the conducting faculty may request additional items such as a current resume, a repertoire list, a videotape of a rehearsal, and a video or audiotape of a performance. After review of the application by the conducting faculty, the applicant may be invited to an interview/audition on campus, including a session with the conducting faculty and a rehearsal with an appropriate University ensemble.
Required Courses

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course Number</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>MUS 500 OR MED 825</td>
<td>Writing about Music/Doctoral Seminar in Music Education</td>
</tr>
<tr>
<td>3</td>
<td>MUS 702</td>
<td>Bibliography for Music Research</td>
</tr>
<tr>
<td>3</td>
<td>MUS 731</td>
<td>Seminar in Performance Practice</td>
</tr>
<tr>
<td>12</td>
<td>MUP 731</td>
<td>Graduate Conducting</td>
</tr>
<tr>
<td>3</td>
<td>MUP 734</td>
<td>Conducting Pedagogy</td>
</tr>
<tr>
<td>3</td>
<td>MUP 896</td>
<td>Score Reading I</td>
</tr>
<tr>
<td>3</td>
<td>MUP 897</td>
<td>Score Reading II</td>
</tr>
<tr>
<td>12</td>
<td>MUS 898</td>
<td>Dissertation</td>
</tr>
</tbody>
</table>

The remainder of the course work will be guided by the counsel of the major professor and the graduate advisory committee. Curricular choices may be determined by several factors including the student's performance on the qualifying examination, her/his entrance interview-audition and the student’s interests and/or professional goals. The following additional minimum distribution of graduate courses (including master's degree work) is required.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course Prefix</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>MED, MUP, MUS</td>
<td>Performance, conducting, and recitals</td>
</tr>
<tr>
<td>12</td>
<td>MUS</td>
<td>Music history (9) and literature* (3)</td>
</tr>
<tr>
<td>9</td>
<td>MUS</td>
<td>Music theory</td>
</tr>
<tr>
<td>6</td>
<td>MED, MUP, MUS</td>
<td>Approved electives which may include a cognate field of study</td>
</tr>
</tbody>
</table>

(*Literature courses are History of Opera MUS 531 and all courses with “literature” in the title.)

A course in foundations of music education is recommended.

A minimum 3.0 GPA in coursework is required for graduation. No grade below a "C" is acceptable in any coursework attempted. No more than two (2) grades of "C+" or "C" across six (6) credit hours is allowable in any coursework attempted. Some departments require a higher GPA and further restrict the number of "C" grades for graduation.

Recitals

Two concerts and a lecture recital will be required. Repertoire for these concerts must be approved in advance by the student's Advisory Committee. When practical, the repertoire will include works for both vocal and instrumental components. As a general rule, not more than one doctoral concert/recital may be presented by a candidate during any semester, or more than two during any nine-month period. Rare exceptions will be permitted, but only under rigidly-controlled procedures. See your advisory committee for details. When all members of a committee cannot attend a conducting degree recital, the concert will be videotaped. Committee members unable to attend will view the tape and evaluate the degree recital.

Note: Although the Graduate Bulletin states that eighty-four (84) semester hours beyond the bachelor's degree are required for doctoral degrees, it should be clearly understood that some candidates will be unable to receive a degree on the basis of this minimum. The distinction implied by the degree and the traditions related to it require comprehensive knowledge and demonstration of a high degree of proficiency in the major field and related areas of study as well as the ability to conduct advanced research.