Application and Audition Procedures for Graduate Music Degrees

Please read through this document carefully and completely. Most, if not all, of the questions you will have are answered here. Incomplete applications will not be reviewed for admission.

The University of Kansas School of Music offers the following graduate degrees: Master of Music (MM), Doctor of Musical Arts (DMA), and Doctor of Philosophy (PhD). The MM degree is offered in Conducting, Composition, Church Music, Musicology, Music Theory and Performance. The DMA degree is offered in Conducting, Composition, Church Music and Performance. The PhD is offered in Music Theory and Musicology.

APPLICATION INFORMATION

To be considered for graduate admission to the School of Music all application materials must be received by the deadline below. Information specific to International students is on page 4.

Access to online applications is available at
www.graduate.ku.edu/application-process

Submit all required final official transcripts, test scores (i.e., GRE, TOEFL, IELTS), financial statement(s), and requested materials not uploaded during the application process directly to:

University of Kansas
School of Music
ATTN: Graduate Services
1530 Naismith Dr., 450 Murphy Hall
Lawrence, Kansas 66045-3103 USA

Electronic transcripts and scanned materials can be emailed to
musicgrad@ku.edu

Application Deadlines:

December 1: Priority consideration deadline for MM, DMA, or PhD students interested in University Fellowships or Graduate Teaching Assistantships (entry is fall term of the following year).

February 15: Final consideration deadline for MM, DMA, and PhD students interested in Graduate Teaching Assistantships (if positions are still available). Entry is for the fall term.

May 1: Final deadline for all applicant admission materials for review and possible entry in the summer or the fall term.

Non-Degree Applicants (ONLY) A description can be found in the Graduate Catalog. This admission status is not for full time study.

May 1: Deadline for all admission materials for review and possible entry in either the summer or fall terms.
December 1: Deadline for all admission materials for review and possible entry in the spring term.

Required Documents/Information

Your application will not be considered complete until you have provided the following:

- ☐ **Graduate Studies Application Form:** www.graduate.ku.edu/application-process
- ☐ **Application Fee:** This is a non-refundable processing fee. Online application fees are paid electronically during the online process. See the application fee chart on page 3 for actual amounts.
- ☐ **Transcripts:** An official transcript must be sent directly from all previous colleges or universities showing college level course work. These transcripts must be received by either the admissions office or the School of Music Graduate Services office to process the application for admission. If you have not yet graduated, an additional final transcript showing the degree conferred must be sent before the end of your first semester at KU.
- ☐ **TOEFL/IELTS scores:** International students only – see page 2. These must be official scores sent from the testing agency to the University of Kansas (Code: 6871)
- ☐ **Reference Letters:** Three letters of recommendation regarding your qualifications for graduate study in your selected program, less than two years old, must be received. The form is available through the online application process and at www.graduate.ku.edu/application-process/references.
- ☐ **Résumé or curriculum vitae:** List scholarships/fellowships, awards, and history of employment and employment since bachelor's degree, beginning with the most recent employment.
- ☐ **Repertoire List:** List of pieces that have been prepared for performance (Performance applicants only).
- ☐ **Additional documents:** Additional materials are required for some majors, degrees or international students. Review all applicable sections on pages 2 &3 for specific information.
- ☐ **Auditions:** All candidates seeking the MM in performance or church music, or the DMA in performance, or church music must schedule an audition with the appropriate faculty member. Voice and Piano applicants must submit a pre-screening audition. Late auditions will be considered on a space available basis. Audition requirements and faculty contact information begin on page 5.

Additional Required Documents for Regular Admission

Ph.D. Programs - Music Theory and Musicology

- ❑ **Undergraduate and Master's grade point average of 3.0 or better**
- ❑ **GRE Scores:** Only needed for Ph.D. admission. Submit scores for the three basic aptitude subtests (Verbal, Quantitative, and Analytical Writing). These scores are required. Registration for the GRE is done online through the ETS website at www.ets.org. Select GRE under the main menu and follow the directions to register for the test. Request that scores be submitted to yourself and the University of Kansas using code 6871.
- ❑ **Scholarly Writing Samples**

Composition Programs

- ❑ **Original Scores**
- ❑ **Scholarly Writing Samples**

Conducting Programs

- ❑ **CD:** A performance CD of an ensemble that the applicant has trained.
- ❑ **DVD:** A DVD that shows the applicant conducting at least two compositions in performance and two compositions in rehearsal. The conductor must be in full frontal or partial profile view and at least part of the ensemble must be in view. The repertoire selected for the video must be appropriate to the musical and technical abilities of the ensemble.

Piano Programs

- ❑ A prescreening submission via www.musiccas.comis required. For prescreening requirements, see page 6

Voice Programs

- ❑ A prescreening submission via www.musiccas.comis required. For prescreening requirements, see page 7

Readmission of returning graduate students

A graduate student not enrolled in the preceding semester (fall or spring) must be readmitted in one of the following ways:
1) If currently on leave of absence, contact Graduate Services by submitting an email to jgnojek@ku.edu requesting a return from the leave of absence for the intended term/year or
2) Complete the application to re-enroll located at http://www.graduate.ku.edu/01-05_readmit.shtml.
Former KU graduate students not enrolled in the past five years must reapply for admission as a new applicant at www.graduate.ku.edu/application-process.

Non-degree Music Programs: Required Documents for Regular Admission

Non-degree seeking students must submit the graduate application, application fee, and appropriate items as listed below according to the specific status requested. International students are typically not admitted as non-degree students. Please contact International Student Services for additional information at 785-864-3617 or iss@ku.edu.

- Non-degree "Regular": Applicants must have a 3.0 GPA or higher and submit one official transcript from their undergraduate institution showing a conferred bachelor's degree or equivalent.
- Non-degree "Provisional": Applicants must have a 2.75-2.99 GPA and submit one official transcript from their undergraduate institution showing a conferred bachelor's degree or equivalent.
- Non-degree "Easy Admit": Applicants must present at least evidence of receipt of a baccalaureate degree from an accredited institution, to take one course per semester, without needing to meet the additional requirements for a regular non-degree admission. This category is limited to enrollment in short or continuing education courses, institutions, workshops, or certificates in graduate studies. Admission and enrollment for "Easy Admits" are not done online but through a special registration ticket ($10.00 fee, subject to change) process.

Graduate Teaching Assistantships

Applicants interested in applying for a Graduate Teaching Assistantship (GTA) can find the application at http://music.ku.edu/resources/ under "Graduate."

Graduate Application Fee Chart (all amounts are subject to change)

Graduate Application Type	Domestic	International
Degree Seeking **Online** Application Fee:	$55.00	$65.00
Non Degree Seeking Application Fee: (online or downloadable paper)	$30.00	$30.00
Application for re-admission Application Fee:	$20.00	$20.00

NOTE: Music Degree applicants are not fully accepted until application requirements have been met and a satisfactory audition has been reported to the School of Music Graduate Services Office.

International Students Only: Additional Required Documents for Regular Admission

*Acceptable **verification of English proficiency** can be done by one of the following methods.*

1. Graduation with a baccalaureate degree (or higher) earned in residence from an accredited U.S. institution of higher education, or from such an institution whose medium of instruction is English. This does not apply to degrees earned online.
2. Receipt of official copy (not student's copy) of applicant's TOEFL scores achieved not more than two years prior to the semester of admission. Please see the information below.
3. Receipt of official copy of the ACADEMIC format of the International English Language Testing System (IELTS) administered by the University of Cambridge ESOL not more than two years prior to the semester of admission. Please see the information below.

	TOEFL (paper)	**TOEFL (CBT)** (computer based test)	**TOEFL (iBT)** (internet based test)	**IELTS** (International English Language Testing System)
Regular Admission*				
	All part scores at least 53	All part scores at least 20	Reading, Listening, and Writing part scores at least 20**	Minimum overall score 6.0 with no part score below 5.5
Provisional Admission*				
	All part scores 51-52	All part scores 18-19	Reading, Listening, and Writing part scores 18-19**	Minimum overall score 5.5 with no part score below 5.0
Delay Admission & Recommend Applying to Applied English Center - Deny Admission				
	One or more part scores below 51	One or more part scores below 18	One of these part scores below 18: Reading, Listening, or Writing**	Overall score below 5.5 or one or more part scores below 5.0

*Admitted students will take the Applied English Center English Proficiency Test and may be required to enroll in one or more Applied English Center courses if they have:

- Any part of the paper-based TOEFL below 57 or an essay score below 5;
- Any part of the computer-based TOEFL below 23 or an essay score below 5;
- Any part of the internet-based TOEFL below 23;
- An IELTS overall score below 6.5 or any score below 6.0.

*** The iBT speaking score is not required for admission, but Graduate Teaching Assistant (GTA) applicants must have a minimum iBT speaking score of 22 or a TSE score of 50 to hold a GTA appointment.*

International students applying for a graduate teaching assistantship (GTA) must submit the test results for either the Speaking Proficiency English Assessment Kit (SPEAK) – 50; or the Test of Spoken English (TSE) – 50; or the Test of English as a Foreign Language Internet Based Test (TOEFL iBT) spoken English component – 22; or the International English Language Testing System (IELTS) spoken English component - 8 with their Graduate Teaching Assistantship application. For information regarding these tests see www.ets.org/ and www.aec.ku.edu/speak-test-dates.

Financial requirements for international students:

- An official Financial Statement showing equal to or greater than $26,592 U.S. (academic year) must be submitted with the applicant materials. *(Amount is subject to change).* If the student's name is not indicated on the financial statement a letter of sponsorship or an affidavit of support must also be submitted noting the sponsor's name, date of birth, and the name of the student they will be sponsoring financially. If a fellowship or assistantship is offered, the amount of the stipend is deducted from the total amount required.

Links to additional information resources

- Music degree/program information and e-mail contact is available online at: http://music.ku.edu/prospective/graduate
- The School of Music information is available online at: http://music.ku.edu/.
- The Graduate Teaching Assistant application form can be found at http://music.ku.edu/resources/ under "Graduate."
- Schedule of classes and other information are accessible through the Registrar's website: http://www.registrar.ku.edu/
- Applied English Center information: http://www.aec.ku.edu/
- International Student Services: http://www.iss.ku.edu/
- Office of Student Housing: http://housing.ku.edu/
- Lawrence Chamber of Commerce site to review cost of living expenses: http://www.lawrencechamber.com/cwt/external/wcpages/index.aspx

Please direct any questions concerning School of Music Graduate applications and admissions to musicgrad@ku.edu.

AUDITION PROCEDURES AND INFORMATION

AUDITION DEADLINES

- Audition request forms must be in no later than 3 weeks prior to the requested audition date.
- Pre-screening audition for all graduate voice and piano applicants must be received by **December 1.**

Please review the application information for your degree program located on page 2 to find your application requirements or see the Graduate Application Procedure for Music Education or Music Therapy Degrees document: http://music.ku.edu/programs/memt/pdf/gradappproc.pdf.

PRESCREENING SUBMISSION for **voice** and **piano** applicants:
If you are applying as a voice or piano major, you must submit a pre-screening CD or DVD online at www.musiccas.com. By using this online program you are assured of our receiving your pre-screening audition. Please follow the instructions carefully. For priority consideration, please have your pre-screening media submitted by **December 1**.

AUDITION REQUIREMENTS BY INSTRUMENT

ACCOMPANYING

Please contact the listed faculty member for specific audition requirements and repertoire for the MM degree in accompanying.

Faculty contact: ***Mark Ferrell, mferrell@ku.edu***

BRASS AND PERCUSSION

TRUMPET: Candidates for the **MM in Performance** or the **DMA in Performance** should contact Steve Leisring directly regarding audition repertoire choices and requirements. Generally, candidates should be prepared to present at least 20 minutes of standard repertoire that best demonstrates the candidate's current level. This should include works performed on B*b* and C trumpet and additional keyed instruments if possible. Candidates interested in Graduate Assistantships will be required to demonstrate ability on the Piccolo and/or E*b* trumpet as well. Use of an accompaniment is optional for the audition. Emphasis will be on evaluating the quality of the audition performance over the difficulty of the works performed.

Faculty contact: ***Stephen Leisring, leisring@ku.edu***

FRENCH HORN: Candidates for the **MM in Performance** or the **DMA in Performance** should contact Paul Stevens directly regarding audition repertoire choices and requirements.

Faculty contact: ***Paul Stevens, pstevens@ku.edu***

TROMBONE: Candidates for the **MM in Performance** or the **DMA in Performance** should contact Michael Davidson with questions regarding repertoire or auditions.

Tenor Trombone: 1) Excerpts: *Bolero; William Tell; Mahler 3,* solos 1 and 2 from Mvt. 1; Wagner, "Prelude Act III" from *Lohengrin.* 2) Solos: select two from the following: De Meij *T-Bone Concerto,* mvt. 1; Casterede *Sonatine,* mvt.1; Rabe, *Basta;* Handel/LaFosse *Concerto in F Minor*, mvts. 1 and 2; Grondahl, *Concerto,* mvt. 1; Bozza, *Ballade.*

Faculty contact: ***Michael Davidson, mdavidsn@ku.edu***

EUPHONIUM: **MM in Performance** – a 20 to 30 minute audition consisting of contrasting major works for the instrument, including transcriptions, and 2-3 major wind band excerpts. **DMA in Performance** – a 30 to 40 minute audition consisting of contrasting major works for the instrument, including transcriptions,and 2-3 wind band excerpts.

Faculty contact: ***Scott Watson, scwatson@ku.edu***

TUBA: MM in Performance – a 20-30 minute audition consisting of contrasting major works for the instrument, including transcriptions, and 2-3 major orchestral excerpts. **DMA in Performance** – a 30-40 minute audition consisting of contrasting major works for the instrument, including transcriptions, and 2-3 major orchestral excerpts.

Faculty contact: ***Scott Watson, scwatson@ku.edu***

PERCUSSION: All applicants for the **MM in Performance** or the **DMA in Performance** must perform in ***all major areas* listed below.** This list is the minimum required audition for the graduate level. Feel free to prepare anything else you would like to play for auditions.

Faculty contact: ***Ji Hye Jung, jihyejung@ku.edu***

Timpani: One solo or etude and two contrasting orchestral excerpts
Marimba: Two contrasting solos, at least one of which must be four mallets
Snare Drum: One concert solo or etude and two contrasting orchestral excerpts.
Two orchestral excerpts on instruments besides snare drum and timpani

COMPOSITION

GENERAL REQUIREMENTS: No audition is required for the **MM and DMA in Composition** programs. Please review application requirements on page 2 of this document. For more information, contact the faculty member listed below.

Faculty contact: ***Bryan Kip Haaheim, khaaheim@ku.edu***

CONDUCTING

GENERAL REQUIREMENTS: No audition is required for the MM and DMA Conducting programs. Please review application requirements on page 2 of this document. For more information, contact the faculty member listed below.

Band Conducting Faculty contact: ***Paul Popiel, ppopiel@ku.edu***
Choral Conducting Faculty contact: ***Paul Tucker, ptucker@ku.edu***
Orchestral Conducting Faculty contact: ***David Neely, dneely@ku.edu***

MUSIC THEORY

GENERAL REQUIREMENTS: No audition is required for the **MM and PhD in Music Theory** programs. Please review application requirements on page 2 of this document. For more information, contact the faculty member listed below.

Faculty contact: ***Scott Murphy, smurphy@ku.edu***

MUSICOLOGY

GENERAL REQUIREMENTS: No audition is required for the **MM and PhD in Musicology** programs. Please review application requirements on page 2 of this document. For more information, contact the faculty member listed below.

Faculty contact: ***Roberta Schwartz, rfschwar@ku.edu***

ORGAN, CARILLON, AND CHURCH MUSIC

GENERAL REQUIREMENTS: Candidates for the **MM in Performance (Organ or Carillon), MM in Church Music (Organ or Choral), DMA in Performance (Organ),** or the **DMA in Church Music (Organ or Choral)** should contact the faculty members listed below directly regarding audition repertoire choices and requirements. Organ auditions consist of a day-long visit, tour of the facilities, and audition.

Faculty contact: ***Michael Bauer, mbauer@ku.edu***

PIANO

PRESCREENING: ***A pre-screening submission via www.musiccas.com is required for all graduate programs in Piano (MM or DMA).*** Students must submit a 30-minute audition of their performances of: the first movement of a Classical sonata, a major Romantic work, plus other works of the applicant's choice. The recording does not have to be professional quality, but should be a clear and accurate representation of your playing. Poor sound quality will lessen your chances of admission. Pre-screening submission will not be evaluated until your application is complete.

DEADLINE: Prescreening submission is due by December 1.

INSTRUCTIONS FOR USING MUSICCAS TO UPLOAD YOUR AUDITION

1. Create a MUSICCAS account at www.musiccas.com. A valid email address is required. If you do not receive registration information immediately, please check your spam folder.
2. Search and Apply
   a. Instrument – select Piano
   b. Program – Select University of Kansas School of Music
   c. Degree/Other – Select the degree for which you are applying
3. Click "Audition." Please ensure you select the **"Prescreen"** box. Begin your audition by clicking on the blue "START" tab at the right.
4. Upload files to your "Files Library," then attach media files (audio and/or video files) to your KU School of Music Audition Requirements page.
5. Review, Submit, and Pay. Please ensure that the correct files were attached. Audition submission fee of **$15.99** will be charged to your credit (this is NOT the KU application fee).

AUDITION REQUIREMENTS AND REPERTOIRE: A 45-minute program with works from at least four style periods. The program must include: 1) a complete multi-movement sonata by a Classical composer, up to and including Schubert; 2) a major Romantic work; and 3) a virtuoso etude.

For more information, contact the faculty member listed below:

Faculty contact: ***Scott McBride-Smith, smcbsmith@ku.edu***

STRINGS

GENERAL REQUIREMENTS: Please contact the faculty member listed below for specific audition requirements and repertoire for **MM and DMA** programs.

VIOLIN Faculty contact: ***Veronique Mathieu, musicgrad@ku.edu***
VIOLA Faculty contact: ***Peter Chun, jhpchun@ku.edu***
CELLO Faculty contact: ***Edward Laut, elaut@ku.edu***
DOUBLE BASS Faculty contact: ***musicgrad@ku.edu***

VOICE AND OPERA

PRESCREENING: ***A pre-screening submission via www.musiccas.com is required for all graduate programs in Voice and Opera (MM and DMA).*** The submission must include a minimum of five selections, including one piece each in French, German, Italian, and English. Please include at least one aria.

DEADLINE: Prescreening submission is due by December 1.

INSTRUCTIONS FOR USING MUSICCAS TO UPLOAD YOUR AUDITION

1. Create a MUSICCAS account at www.musiccas.com. A valid email address is required. If you do not receive registration information immediately, please check your spam folder.
2. Search and Apply
   a. Instrument – select Voice
   b. Program – Select University of Kansas School of Music
   c. Degree/Other – Select the degree for which you are applying
3. Click "Audition." Please ensure you select the **"Prescreen"** box. Begin your audition by clicking on the blue "START" tab at the right.
4. Upload files to your "Files Library," then attach media files (audio and/or video files) to your KU School of Music Audition Requirements page.
5. Review, Submit, and Pay. Please ensure that the correct files were attached. Audition submission fee of **$15.99** will be charged to your credit (this is NOT the KU application fee).

AUDITION REQUIREMENTS AND REPERTOIRE: Students auditioning for the **MM in Voice or Opera** are expected to present a maximum of six selections covering the major languages (French, German, Italian, English), including an aria from either an oratorio or opera.

Students auditioning for the **DMA in Voice** must present a full 60-minute recital including a variety of representative songs and areas covering the major languages. For more information, contact:

Faculty Contact: ***Julia Broxholm, jbroxhol@ku.edu***

WOODWINDS

GENRAL REQUIREMENTS: MM in Performance candidates are to prepare a 30-minute program from which approximately 15 minutes of music will be chosen. **DMA in performance** candidates are to prepare a 60-minute program from which approximately 30 minutes of music will be chosen.

REPERTOIRE: Selections should demonstrate a variety of playing styles and compositional periods and represent the candidate's performance skills in the best possible light. The major teacher and one other member of the woodwind faculty will hear the audition. The audition need not be accompanied. A complete list of repertoire studied, including past programs, should be furnished at the time of the audition. Prospective students may submit a CD of a recent recital for advisory purposes. Final acceptance will be based upon a personal audition. ***International students may submit a CD for their final audition if traveling to the US is not possible.***

For more information, contact the faculty member listed below:

FLUTE Faculty contact: ***Sarah Frisof, sfrisof@ku.edu***
OBOE Faculty contact: ***Margaret Marco, mmarco@ku.edu***
CLARINET Faculty contact: ***Stephanie Zelnick, zelnick@ku.edu***
SAXOPHONE Faculty contact: ***Vince Gnojek, vgnojek@ku.edu***
BASSOON Faculty contact: ***Eric Stomberg, stomberg@ku.edu***

2014 Graduate Music Audition Application

Last Name _____ First Name _____ Middle _____

Email _____ Phone _____

I have submitted my application to the University of Kansas. Yes ☐ No ☐

Auditioning for degree: MM ☐ DMA ☐ in _____
Performance area – Instrument or voice type

We must receive this form **three weeks** prior to the audition date. Audition requests received AFTER February 1, 2014 will be considered on a space available basis.

Auditions WILL NOT be scheduled until all application materials have been received.

PRE-SCREENING

VOICE and PIANO *Students auditioning for Piano, Voice, or Opera must submit a pre-screening through audition www.musiccas.com by* ***December 1, 2013****. Auditions WILL NOT be scheduled until the pre-screening has been received and approved.*

REGULAR AUDITION DATES

(*All instruments except voice and organ)*

Indicate your preference for an audition time below. You will receive confirmation of your audition time and location via email. Please make sure your email address is correct.

☐ **SATURDAY, FEBRUARY 8, 2014** ☐ morning ☐ afternoon ☐ no preference

☐ **SATURDAY, FEBRUARY 22, 2014** ☐ morning ☐ afternoon ☐ no preference

VOICE ONLY

Graduate applicants interested in the Lyric Opera of Kansas City apprenticeship MUST perform a live audition on this date only. No exceptions will be made. Call-back auditions are Saturday, February 8, 2014 in Kansas City.

☐ **FRIDAY, FEBRUARY 7, 2014** ☐ morning ☐ afternoon ☐ no preference

ALTERNATE AUDITION DATES

If you are not able to audition on the scheduled audition dates, contact the faculty member listed in this packet in your area to schedule an alternate audition date and time. The availability of an alternate date is at the discretion of the division for which you are auditioning.

Music majors are not fully accepted until all application requirements have been met and a satisfactory audition has been reported to the School of Music Graduate Office.

Submit form to: KU School of Music, ATTN: Audition Application
1530 Naismith Dr., Room 450
Lawrence, KS 66045

OR by email

Phone: 785-864-2862
Fax: 785-864-5866
Email: musicgrad@ku.edu

OFFICE USE ONLY

☐ All application materials in ☐ Pre-screening passed