



Summers-Only Master of Music Education
(MMEd)

Program Handbook

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Nature of the Degree Program

The Summers' Only Master's Degree Program in Music Education offered by the College of Music at the University of North Texas is designed for working, certified music teachers who desire to complete a master's degree in music education while maintaining their full-time teaching position. This degree is designed to focus on practical, contextual experiences that can be immediately implemented in the students' current teaching settings while also providing a space to explore critical issues in music education at-large. Students will be able to complete the degree in three summer sessions.

I. Prerequisites for Application

The following prerequisites apply for application to the MMEd program:

1. An earned **Bachelor's degree in Music Education**.
2. A record of at least one (1) year of full-time, successful teaching experience in group instructional settings is recommended prior to admission. It is also recommended that this experience be completed at the institution level of a public or private school. Exceptional applicants who will be beginning their teaching career in the semester following the first summer of study will be considered. Private studio teaching alone may not suffice as a substitution for group instructional activities. The appropriateness of a candidate's teaching experiences will be evaluated by the Music Education Graduate Faculty.

II. Applying

Application to the MUED graduate program is a **two-step process**, including (1) applying to the Toulouse Graduate School, and (2) applying to the College of Music.

Step 1: Apply to the University and the Toulouse Graduate School

Current guidelines regarding application to the University may be obtained here: <http://tgs.unt.edu/future-students/graduate-admissions>.

Step 2: Apply to the College of Music Division of Music Education

<https://app.getacceptd.com/untmusic>

****IMPORTANT: Please select the MMEd: Summers-Only option from the pull-down menu when applying online****

Applicants to the MMEd graduate program must submit a completed College of Music online application form and must upload supporting materials to the online application. Supporting materials must include:

1. A current **résumé** or **vitae**
2. A **written response** to the following prompt: **Describe what you perceive to be the most important benefits to students from participating in school music.** Your response should include supporting evidence in the form of references to appropriate sources, including citations and/or quotations. While this is not a research paper, the Music Education Graduate Faculty does want to see evidence of appropriate writing style and the ability to form a logical, coherent argument.
3. A **personal philosophy statement** that addresses teaching, music, and long-range professional goals
4. **Three (3) letters of recommendation** from three (3) persons qualified to evaluate the applicant's accomplishments and merits. These will be submitted using the online form included on the College of Music application.
5. *A **teaching video** that highlights classroom instructional episodes, such as rehearsals, warm-ups, or other activities.

*The teaching video should be a typical class and last around 30 minutes. Please do not submit a performance or an edited collection of video clips. Simply record a regular day of class instruction and submit 30 minutes of continuous teaching.

As a reminder, these materials will be uploaded to the College of Music online application, which can be found at: <http://music.unt.edu/admissions/graduate>. While applications to the MMEd program are accepted throughout the year with no hard deadline, preference will be given to candidates who apply prior to **March 1**.

General Application Information

1. No performance audition is required in order to apply to the MMEd program.
2. Please note that application to the Toulouse Graduate School is separate from application to the College of Music, and that *admission to the Graduate School does not imply acceptance to the Music Education program.*
3. **The GRE is not required for admission to the Summers-Only MMEd program.**
 1. International applicants in music education *must be accepted to the program* prior to beginning studies at the Intensive English Language Institute (IELI). *Acceptance to and/or studies in IELI in no way ensures acceptance to the Music Education program.*
4. In order for the Coordinator of the Master's Program to give full consideration to applicants' files, *all* supporting materials and Toulouse Graduate School requirements must be fulfilled. Application files will not be submitted to the Coordinator for review until such time as they are complete.
5. Once completed files have been reviewed, notifications of acceptance or denial will be sent to applicants from the College of Music Office of Graduate Studies, typically within a two-week time frame.

III. Acceptance

Acceptance Procedures and Permission to Enroll in Coursework

1. Communicate with the Coordinator of the Master's Program in Music Education to discuss advising procedures, class enrollment, and other facets of the program.
2. Attend the orientation session on the first day of the summer term (the MMed Coordinator will provide time and location).
3. **The Graduate Placement Exams (GPE) are *not* required of students accepted into the Summers-Only MMed program.**

Attendance and Professional Expectations

Those interested in the Summers-Only MMed must be available to attend courses for the entire summer term, which typically lasts from early June through mid-July. Dates are intentionally chosen to accommodate employed teachers.

Students should not expect to be excused from attending class due to summer or fall demands of their job, personal engagements, or other commitments.

Only under exceptional circumstance would a student be excused from missing meetings of summer courses. To request such an excuse, the student should contact the appropriate music education faculty member.

Summer MMed classes are typically held Monday through Thursday. If special circumstances require scheduling classes on other days, faculty will communicate with students ahead of time.

Note: The university is closed (no classes held) on July 4. If this holiday falls on a class day (M-R), the class will be made-up on the following Friday.

Degree Plans

The degree plan is a contract between the student and the University as to the courses that must be successfully completed before the desired degree will be conferred. After completing 12 hours of graduate coursework, the student is required to file a degree plan with the College of Music Graduate Office. A faculty advisor will help the student determine these courses. After the courses are agreed upon, the advisor submits the plan to the College of Music Graduate Office, and an approved copy of the plan is put on file in the Toulouse Graduate School. (Note: Any alterations made to the original degree plan must be filed no later than the semester prior to expected graduation.) Upon the student's application for graduation, the Toulouse School will compare the degree plan with the student's transcript. If there are discrepancies, the student will be notified so that the proper action can be taken. Discrepancies should be rectified prior to scheduling the final project defense.

Academic Standing and Time Limitations

Students must receive a grade of B or better for all courses counting toward the degree. Students not meeting this standard will be placed on probation. Students not fulfilling the conditions of probation may be dismissed from the program. All work to be credited toward the master's degree must be completed within a period of 6 years from the date master's credit is first earned.

Summers-Only Master of Music Education (34 hours)

The unique nature of this degree is in its flexibility and practicality. While some courses will be offered on an ongoing basis, others will be offered by visiting experts and the content will be based on their areas of specialty. These courses will typically satisfy the Non-Music Education Courses in Music requirements or the Electives requirements.

Minimum Degree Requirements

Minimum course requirements, beyond the fulfillment of deficiencies in coursework, are as follows:

MUED (Music Education) - 12 hours

Music Courses other than Music Education (typically MUGC) - 9 hours

Electives (MUED or MUGC (or other approved courses) - 9 hours

Capstone Project - 4 hours

Each summer, two consecutive three-week terms will be offered, the first starting in early June and the second starting in late June. For each three-week term, students will take one course together as a cohort. This course will be applicable to all music educators, regardless of their specialization. Students will take one additional course during each three-week term that is focused on their area of specialization. The names of the cohort groups follow the alphabetical order of the Greek alphabet (Alpha class began 2016, Beta class began 2017, Gamma class began 2018, etc.).

Specific course offerings for each summer, along with instructors, will be posted on the MMEd program website and published through social media accounts.

Capstone Project

During the second summer of enrollment, students will meet with an assigned Capstone Advisor to plan the Capstone Project and submit a written proposal of the project following the Capstone Project Proposal Template.

The project will be completed during the school year between the second and third summer of enrollment in the MEd program. The purpose of the capstone project will be to synthesize and apply knowledge, skills, and dispositions developed during coursework to teaching practice. The precise nature of the project will be determined based on the interests of the candidate in consultation with faculty.

During the first three-week term of the third summer of enrollment, students will enroll in the Capstone Project course. This course serves to provide credit for the project—it is not a regularly-scheduled class. While enrolled in the Capstone course, candidates will submit the final project for evaluation. The final artifact or presentation may take one of several forms: videos of teaching/performance with supporting written documents, a paper, a handbook, or another format approved by the Capstone advisor. During the first summer term, students will complete an oral presentation of their project to their cohort classmates as well as present a poster in a public poster session.

The Capstone Project will be evaluated by the Capstone Course instructor along with a faculty member from the specialty area. No traditional thesis is required of Summers-Only MEd students.

Please see the MEd webpage to view and download the Summers-Only MEd Capstone Project Proposal Template.