

# University of Nevada, Las Vegas Music Education Handbook



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## INTRODUCTION AND STATEMENT OF PURPOSE

You have been approved for entrance into the curriculum for a Bachelor of Music Degree in Music Education. This handbook is prepared to introduce you to department curriculum and policies. If, after reading this material, you have any questions you may meet with either Eugenie Burkett, Coordinator of the Music Education program or your departmental advisor. Please feel free to contact them at any time for an appointment.

The activities of the Music Education program are designed to support the mission of the Department of Music, the College of Fine Arts, the College of Education, and the mission of the University in general, by insuring that its graduates successfully meet the standards for effective teaching as prescribed by the Nevada Department of Education at <http://www.doe.nv.gov/>. This will be accomplished by providing learning experiences incorporating classroom, laboratory, workshop, seminar, and field/practicum formats, which are designed to achieve the educational objectives. The standards are available at <http://www.doe.nv.gov/standards/standarts.html>.

The curriculum for the Bachelor of Music Degree in Music Education at UNLV has two very specific objectives:

- 1) to help the student become an effective teacher in the music classroom through the acquisition of a basic traditional and contemporary knowledge, practical teaching techniques, and the opportunity to observe and work under successful members of the music teaching profession; and
- 2) to help the student become eligible for licensing to teach music in a public school.

## CURRICULUM

The Bachelor of Music Degree with a concentration in Music Education requires 129 -130 credits for graduation to be taken as described below:

Students are responsible for all information in the Undergraduate Catalog, in addition to verifying the following credit totals are met before graduation:

40cr. \_\_\_\_\_ (upper division)†† 62cr. \_\_\_\_\_ (earned at a 4-year institution)††††  
30cr. \_\_\_\_\_ (resident credit)† 124cr. \_\_\_\_\_ (total required for graduation)

Students are encouraged to begin checking and discussing these totals with an advisor during junior year.

Complete advising sheets are available in the Department of Music Office.

## ADVISING

Meetings with the Music Education coordinator will be required in your 4th, and 6th semesters in the major. Additional meetings may be scheduled at your request, but are not mandatory.

- Don't rely on the "rumor mill" for academic advising.
- See your departmental advisor, the Department chair, or the department Administrative Assistant for any questions.

All music education students should see their advisor every semester. The music education coordinator should be consulted before the end of the junior year to complete a graduation check.

## UNLV ENSEMBLES

### Instrumental Concentration

### *UNLV Instrumental Ensembles Music Education Undergraduate Requirements & Guidelines*

The following instrumental ensemble course offerings include:

<u>BAND ENSEMBLES</u>	<u>ORCHESTRA ENSEMBLES</u>	<u>JAZZ ENSEMBLES</u>
UNLV Wind Orchestra (MUSE 113, 41 3)	Symphony Orchestra (MUSE 121, 421)	Jazz Ensemble (MUSE 131, 431)
University Marching Band (MUSE 115, 415)	Chamber Orchestra (MUSE 122, 422)	Intro to Jazz Combo (MUSE 132)
UNLV "Runnin' Rebel" Basketball Pep Band (MUSE 116, 416)		Jazz Combo (MUSE 133, 433)
UNLV Community Concert Band (MUSE 118, 418)		
University Brass Band (MUSE 119, 419)		
UNLV Symphonic Winds (MUSE 120, 420) – Spring only		

*Please refer to the University Catalog for a complete list of all chamber and coached ensembles.*

In order to prepare music education majors to meet the needs of contemporary public school music programs, students are advised to enroll in a variety of ensembles over the course of 4 years. These recommendations apply to:

#### **B.M. Music Education (Instrumental)**

**B.M. Music Education (Piano choosing the Instrumental option)** - *All Music Education-Piano students who are interested in teaching instrumental music at the secondary level (middle school and high school) are advised to enroll in accompanying ensemble and a instrumental ensemble every semester; total of eight (8) credits.*

Depending upon the student's primary instrument, performance medium, and ensemble instrumentation needs, it is recommended that instrumental students have a minimum of the following:

University Marching Band	2 semesters
UNLV Symphonic Winds or Wind Orchestra	1-2 semesters
UNLV "Runnin' Rebel" Basketball Pep Band	1 semester
Jazz	1 semester

Orchestra and/or Chamber Orchestra	1-2 semester
Chamber or coached small ensembles	1 semester

All instrumental music education students study secondary instruments in techniques classes (brass, percussion, woodwinds, strings) and private lessons. In order to gain familiarity and facility, practice on these instruments is highly recommended through participation in the following ensembles:

UNLV Community Concert Band  
New Horizons Band

**FOR STUDENTS WHO RECEIVE AN INSTRUMENTAL MUSIC SCHOLARSHIP**

Students receiving an instrumental scholarship from the Department of Music are required to perform in a minimum of two ensembles. In most cases, both ensembles are determined by audition and assigned by the area or department. Students are advised to perform in no more than 2-3 ensembles per semester.

**FOR STUDENTS WHO DO NOT HOLD AN INSTRUMENTAL MUSIC SCHOLARSHIP**

Music majors who do not hold a music scholarship are required to perform in one ensemble each semester (8 credits total) selected in consultation with the faculty advisor. Most instrumental ensembles require audition and/or permission of the director. Students are advised to perform in no more than 2-3 ensembles per semester.

*Note:* Year 3 = students who have passed their MUSA 246 applied jury.  
Year 4 = students who have completed their junior recital.

**Vocal Concentration**

***UNLV Choral Ensembles & Opera Ensembles  
Undergraduate Requirements & Guidelines***

As the UNLV vocal performance ensembles are in a continual state of dynamic growth and change, these requirements and guidelines will only be in effect for the 2006-2007 academic year. This document will be re-evaluated (and possibly rewritten) by the vocal/choral faculty each year in order to create the finest ensemble experiences for our students on an ongoing basis. For further information students should consult the Vocal Area Handbook which is published each year.

**CHORAL ENSEMBLES**

University Concert Singers (*MUSE 108, 408*)  
Chamber Chorale (*MUSE 103, 403*)  
Varsity Men's Glee Club (*MUSE 106, 406*)  
Women's Chorus (*MUSE 105, 405*)

**OPERA ENSEMBLES**

Opera Workshop (*MUSE 104, 404*)  
Opera Production (*MUSE 480*)

**FOR STUDENTS WHO RECEIVE A VOCAL MUSIC SCHOLARSHIP**

Students receiving a vocal scholarship from the Department of Music are required to perform in two ensembles each semester according to the following list. In some cases, both ensembles are assigned by the department, while in some cases one ensemble is assigned by the department and a second ensemble is chosen by the student in consultation with your faculty advisor and with approval of the Director of Choral Studies. Students are advised to perform in no more than 2-3 ensembles per semester.

*Note:* Year 3 = students who have passed their MUSA 246 applied jury.

Year 4 = students who have completed their junior recital.

**B.M. Music Education (Voice)**

Year 1: Concert Singers	any choral ensemble listed above
Year 2: Concert Singers	any choral ensemble listed above
Year 3: Concert Singers <u>or</u> Chamber Chorale	any choral ensemble <u>or</u> opera ensemble listed above,
Year 4: Concert Singers <u>or</u> Chamber Chorale	any choral ensemble <u>or</u> opera ensemble listed above,

*Vocal Music Education majors on scholarship are advised to enroll in at least 1 semester of Varsity Men's Glee Club or Women's Chorus*

**c) B.M. Music Education (Piano)**

Year 1: Accompanying (MUS 172)	any choral ensemble (singer)
Year 2: Accompanying (MUS 172)	any choral ensemble (singer)
Year 3: Accompanying (MUS 472)	any choral ens. <u>or</u> opera ens. (singer)
Year 4: Accompanying (MUS 472)	any choral ens. <u>or</u> opera ens. (singer)

*All Music Education-Piano students who are interested in teaching vocal music at the secondary level (middle school and high school) are advised to enroll in a choral ensemble every semester, including at least two years of University Concert Singers.*

**FOR VOCAL MUSIC MAJORS WHO DO NOT HOLD A MUSIC SCHOLARSHIP**

Music majors who do not hold a music scholarship are required to perform in one ensemble each semester (8 credits total) selected according to the following list, in consultation with your faculty advisor and with approval of the Director of Choral Studies. Students are advised to perform in no more than 2-3 ensembles per semester.

*Note: Year 3 = students who have passed their MUSA 246 applied jury.  
Year 4 = students who have completed their junior recital.*

**B.M. Music Education (Voice)**

Year 1: Concert Singers
Year 2: Concert Singers
Year 3: Concert Singers <u>or</u> Chamber Chorale
Year 4: Concert Singers <u>or</u> Chamber Chorale

*Vocal Music Education majors are advised to also enroll in at least 1 semester of Varsity Men's Glee Club or Women's Chorus.*

**B.M. Music Education (Piano)**

Years 1-4: 4 credits of Accompanying (MUS 172, 472) and 4 credits of singing in a choral ensemble or opera ensemble and/or playing in an instrumental ensemble. Selected in consultation with faculty advisor and the Director of Choral Studies; total of eight (8) credits.

*All Music Education-Piano students who are interested in teaching vocal music at the secondary level (middle school and high school) are advised to enroll in a choral ensemble every semester, including at least two years of University Concert Singers.*

**ACADEMIC POLICIES**

It is up to you, the student, to be informed of the many academic policies in place throughout the University. The majority of these policies can be found in the of the university catalogue <http://www.unlv.edu/pubs/catalogs/undergraduate/pdf/finarts/music.pdf> and the Class Schedule/Registration Guide [http://registrar.unlv.edu/class\\_schedule/main.asp](http://registrar.unlv.edu/class_schedule/main.asp)

- “No one ever told me that,” is not a valid excuse.
- Academic Probation, other departments having different grading policies, not following up on paperwork, etc. can have serious, negative consequences for you.
- Visit these websites often for important updates.

- Also, make sure to follow-up on all paperwork (grade changes, withdrawals, etc.) and keep all the copies sent to your student mailbox.

Registrar

<http://www.registrar.unlv.edu>

(Class Schedule, Registration Guide, Online Functions and Online Registration)

Student Affairs

<http://www.unlv.edu/main/students.html>

(Important Dates, Parking Permits, etc.)

Student Life

<http://studentlife.unlv.edu>

(Academic Success, Enrollment Services, etc.)

Music Department

[http://www.unlv.edu/College/Fine\\_Arts/Music/](http://www.unlv.edu/College/Fine_Arts/Music/)

Music Department Undergraduate Handbook

[http://www.unlv.edu/Colleges/Fine\\_Arts/Music/ugradhdbk.html](http://www.unlv.edu/Colleges/Fine_Arts/Music/ugradhdbk.html)

Vocal Area Handbook

[http://www.unlv.edu/Colleges/Fine\\_Arts/Music/vocalhdbk.html](http://www.unlv.edu/Colleges/Fine_Arts/Music/vocalhdbk.html)

## **MUSIC EDUCATION CONCENTRATION**

Specific Information regarding the Music Education Concentration may be found on the University Website at <http://www.unlv.edu/pubs/catalogs/undergraduate/pdf/finearts/music/pdf>.

It is important to note that several classes are not offered each semester and are offered on a rotation system [http://www.unlv.edu/Colleges/Fine\\_Arts/Music/crsoffers.html](http://www.unlv.edu/Colleges/Fine_Arts/Music/crsoffers.html).

Be certain to look and plan ahead for courses that may be in the rotation.

## **PIANO PROFICIENCY**

Piano skills are an important component for successful teaching in any music field. Music education students must satisfy the piano proficiency skills requirements prior to student teaching and it is highly recommended that the requirements be completed prior to the third year (junior standing) of study. The following options fulfill this requirement.

### **Option #1**

Students take and pass the comprehensive Piano Proficiency (MUS 167) at any time prior to enrolling in upper level applied lessons (Vocal ) or before applying for student teaching.

## **Option #2**

Students enroll in Functional Piano Classes I-IV (MUS 109, 110, 209, 210). A passing grade of “C” or above is required in each Functional Piano class.

Students enrolling in Functional Piano IV (MUS 210) also enroll in Piano Proficiency Exam (MUS 167). Students maintaining a cumulative grade point average of “B” or above in the four (4) Functional Piano classes (MUS 109, 110, 209, 210) will not be required to take the comprehensive Piano Proficiency Exam. A “P” (pass) for (MUS 167) will automatically be recorded on the student’s transcript.

Should a cumulative grade point average of “B” or above not be achieved, the student will be required to take the Piano Proficiency Exam.

## **Option #3**

Transfer students and students with accomplished piano skills take the comprehensive Piano Proficiency Exam (MUS 167) in lieu of taking Functional Piano classes. If the student does not pass the exam, Option #2 applies.

Upon successful completion of the piano proficiency requirement Music education students (Vocal/General and Elementary Instrumental majors) are required to take two semesters of private piano instruction (MUSA 300).

A complete table of the skills required for each level of Functional Piano and Piano Proficiency is included in the appendix.

## **PRE-PRACTICUM AND STUDENT TEACHING**

There are at least five core music education courses (depending upon your concentration of instrumental or general/vocal) that require field experience in the public schools as part of the course work:

MUS 271 Introduction to Music Education  
MUS 377 Teaching of Elementary Instrumental Music  
MUS 375 Teaching of Secondary Music Instrumental  
MUS 376 Teaching of Secondary Music Vocal  
MUS 378 Teaching of Elementary General Music

Additional observations may be required for other courses.

All field experience practicum must be coordinated through Dr. Burkett in conjunction with the primary teacher of the course.

### **Field Experience Dress Code:**

- No extreme dress (“belly” shirts, exposed and/or excessive piercings, etc.), poor grooming, lack of personal hygiene will **not** be tolerated in the field.

- Men in shirt, tie, dress slacks or pressed khakis
- Women - skirt, blouse, dress, or pantsuit
- Sneakers are not considered appropriate footwear unless you provide us (your teacher or the Music Education Coordinator) with documentation of a medical condition.

### **Student Teacher Registration:**

Registration for the student teaching semester is handled by the Office of Field Experience at <http://education.unlv.edu/ofe/> in the Department of Curriculum and Instruction, School of Education. The following prerequisites apply:

- Undergraduate degree with overall GPA of 2.75 or higher,
- 90 degree-applicable credits,
- Praxis I (PPST): passing scores for Reading, Writing, and Mathematics, and
- Nevada School Law, U.S. Constitution, Nevada Constitution.
- Successful completion and pass of Piano Proficiency requirements.
- Fingerprinting.

### **Fingerprinting:**

ALL students must be fingerprinted **prior to placement** in order to student teach within the CCSD school district. In those cases where the student has been a substitute teacher, in order to student teach, you must be fingerprinted again because CCSD requires a separate fingerprint report for all Field Experiences. Fingerprints are sent to the FBI and a single report is issued to CCSD and prints are destroyed. If the student completes a continuous placement in CCSD schools through consecutive field experiences, the student will not need to be printed again. However, if the student skips a semester, the student will need to be re-printed prior to placement.

### **Deadlines for Fingerprinting on the UNLV campus will take place on:**

**Spring – October 15<sup>th</sup>**

**Summer – March 1<sup>st</sup>**

**Fall – April 1<sup>st</sup>**

Application for admission to student teaching may be found at <http://education.unlv.edu/ofe/applications/>. Please note the deadlines for applications listed on the application pages.

**COMPLETED APPLICATIONS ARE TO BE TURNED INTO THE COORDINATOR OF MUSIC EDUCATION BY MID-SEMESTER, THE SEMESTER BEFORE YOU WISH TO STUDENT TEACH.**

Please note:

- The Registrar's Office requires two weeks to put your graduation application together therefore, initiate the graduation application in the Registrar's Office once you have earned the 90 degree-applicable credit minimum.
- The College of Education Advising Center will forward your student teaching application to

Field Experiences and your graduation application to the Music Department for necessary signatures, and

- You will need to register yourself (after consulting with your adviser) through the Registrar's online registration.

### **The PPST and PRAXIS I and PRAXIS II:**

You are required to have your PPST (PRAXIS I) tests taken and passing scores delivered to the Field Experience office prior for applying for **ANY** Field Experience course. PRAXIS I tests should be taken at the end of the **sophomore** year.

All undergraduate students are required to take the PRAXIS II. Students must pass the PRAXIS II test(s) in order to have a "Completion of Approved Program" letter submitted to the Nevada State Department of Education. To ensure timely submission of the scores, students are strongly encouraged to take the tests one semester prior to student teaching.

When completing the registration materials for the PRAXIS II, students must list **UNLV (RA4861)** and the **Nevada State Department of Education (R8670)** as score recipients. Specific information about the PPST is available at: <http://education.unlv.edu/Advising/undergraduate/ppst.html>

Registration for the PRAXIS tests is available at <http://www.ets.org/praxis/index.html>.

### **Student Teacher Placements:**

*All student teacher placements are made by Clark County School District (CCSD) personnel.*

- Students may NOT negotiate with schools and/or teachers. To do so might jeopardize placement.
- Students will NOT be permitted to student teach anywhere outside of the CCSD area, and
- Student teachers find out placements at orientation. In some cases, the school where you are placed may contact you regarding your placement prior to orientation. This is not a guarantee of placement, nor should you expect the cooperating school to notify you prior to orientation.

Anyone enrolling in student teaching needs to be fingerprinted. Information regarding this process is available at <http://education.unlv.edu/ofe/requirements/fingerprinting/index.html>.

### **Teaching License Information:**

Music students receive at K-12 teaching license from the Nevada Department of Education, Office of Teacher Licensing. The Music license is considered a special endorsement. Complete requirements may be found at

<http://www.doe.nv.gov/licensing/endorsements/specendor/attachment/300965/musicend.pdf>

Applications may be found at:

<http://www.doe.nv.gov/licensing/appforms.attachment/300945/APPLinitial.pdf>

## **MENC Student Chapter:**

The Music Education Department sponsors a student chapter of the National Association for Music Education (formerly Music Educators National Conference, hence the acronym MENC). MENC is dedicated to music education advocacy and providing resource materials to educators in both the public and private schools. Membership is on an academic year basis (September through June). The fees are nominal and include: *The Music Educators Journal* (5-6 issues, odd months) *Teaching Music* (5-6 issues, even months)

Other Benefits: Reduced admission charges for the NMEA (Nevada Music Educators Association) All-State Conference.

Dues must be paid by check/money order.

## **American Orff-Schulwerk Association:**

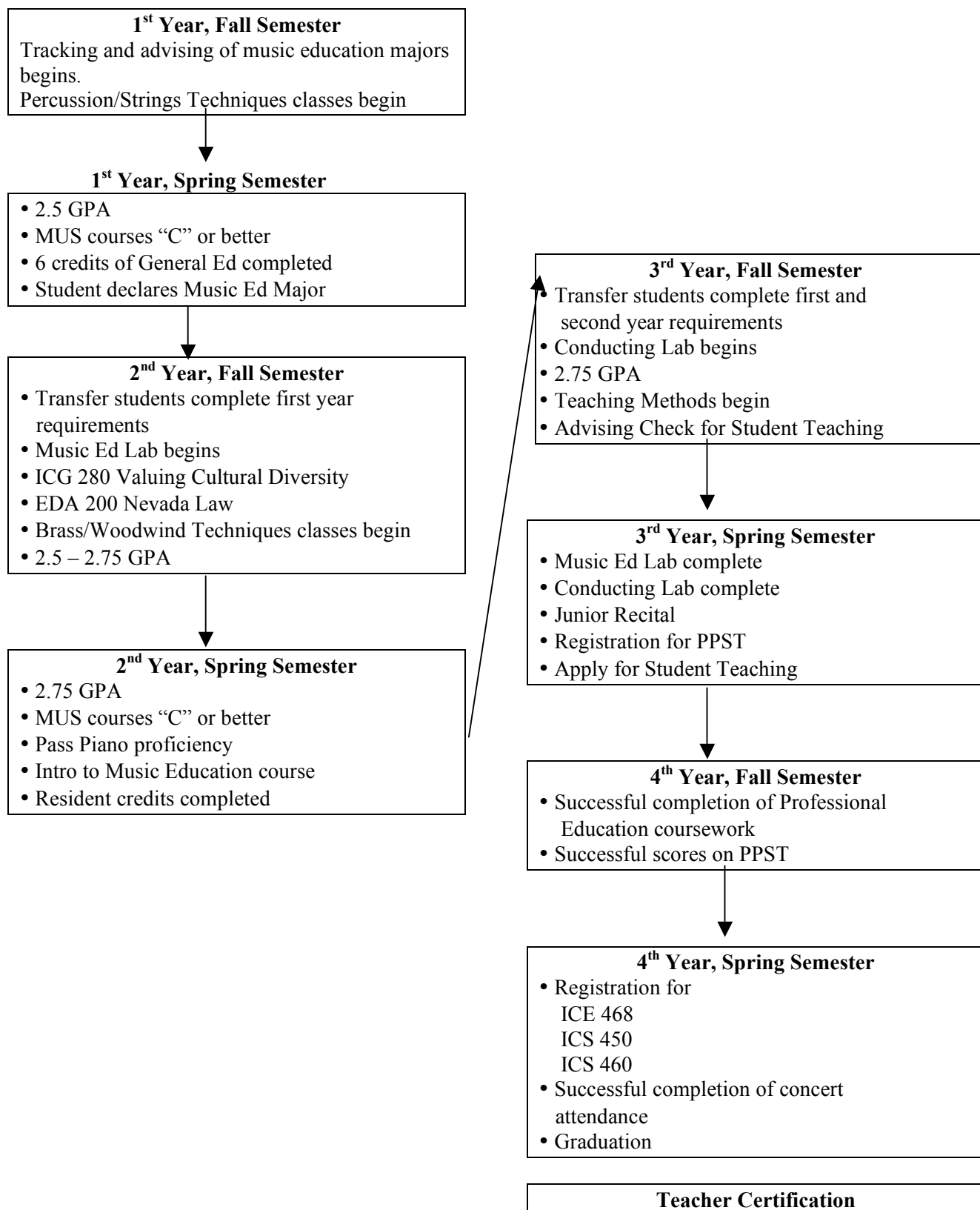
An affiliate member of MENC, The American Orff-Schulwerk Association (ASOA) is a professional organization dedicated to the creative teaching approach of Carl Orff and Gunild Keetman. A local chapter, Nevada's Desert Valley Chapter (NDVC) holds five meetings a year, with nationally acclaimed clinicians presenting at three of those meetings. The core of Clark County School District's elementary music curriculum is based on the Schulwerk. ASOA and the local chapter, NDVC, can be accessed through the ASOA website at <http://www.asoa.org>.

National members receive 4 quarterly issues of the organization's journal *The Orff Echo*, as well as 4 quarterly newsletters, *Reverberations*.

## **ADDITIONAL GRADUATION REQUIREMENTS**

1. Completion of the specified total credits required for graduation.
2. Completion of your principal instrument proficiency level specified by major.
3. Completion of the piano proficiency exam.
4. Minimum cumulative grade-point average of 2.00 plus minimum grade-point average of 2.70 in concentrate courses.

# Music Education Progression Plan





## Application to Music Education Degree

*Application and interviews for admission to the Music Education program occur the second week of May. Students must sign-up for a specific interview day/time on the CMENC bulletin board. Please bring this completed form to your interview.*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
City State Zip

Las Vegas Address: \_\_\_\_\_  
City State Zip

E-Mail: \_\_\_\_\_ Phone Contact: \_\_\_\_\_

Primary Instrument: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_

Please indicate your area of emphasis:

- |  |  |
|--|--|
| <input type="checkbox"/> Instrumental            | <input type="checkbox"/> Vocal/General |
| <input type="checkbox"/> Elementary/Instrumental | <input type="checkbox"/> Piano         |

### Teaching Experiences and/or Leadership Opportunities with Children

List and describe experiences such as private teaching, summer camp counselor, etc.

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### Goals Statement

In a brief paragraph, address your reasons for wanting to pursue a career in music education and your long-term goals. Use an additional page if needed.

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### Application Checklist

Grade Point Average	_____	Piano Proficiency Exam	_____
PPST I Exams			Date passed
	Math	Reading	Writing
English 101	_____	(grade and date passed)	
English 102	_____	(grade and date passed)	

Yes    No

- Have you entered a teacher education program or applied for admission to teacher education at another institution?
- Do you already hold a baccalaureate and/or graduate degree?
- Have you ever been convicted, or do you currently have felony charges pending?
- Have you ever been convicted, or do you currently have pending charges of a misdemeanor involving a controlled substance, immorality, or physical abuse?
- Have you ever been dismissed from any non-teaching or teaching position due to any immoral or unprofessional conduct, or unfitness for service?
- Have you ever been a substitute teacher?
- Are you currently employed outside of the university? If so, how many hours?
- Do you have children attending CCSD schools? If so, where?
- Do you have close relative(s) teaching or working in CCSD? If so, where?
- Did you graduate from a junior or senior high school in CCSD? If so, where?
- Are there any health issues which might prevent you from carrying out your school responsibilities?
- Do you have special requests/considerations? (Please be specific. All disabilities must be documented and filed with the UNLV Disability Resource Center)

Student \_\_\_\_\_  
Signature of Interviewee

Interviewer \_\_\_\_\_  
Signature of Interviewer

***Please note: All applicants for a teaching license in the State of Nevada must be a citizen of the United States or a lawful permanent resident of the United States. You may not be employed by a school district if you have been convicted of a felony, possession of controlled substances, immorality, or physical abuse.***