

VOICE MANUAL

REQUIREMENTS FOR VOICE-CONCENTRATION STUDENTS (BME/BA)

Music Students who have chosen voice as their primary instrument must be enrolled in applied voice lessons (two credits) for a minimum of six (6) semesters of study. Students are entitled to one fifty (50) minute voice lesson per week, and should have the opportunity to receive twelve (12) lessons per semester. A student must be enrolled during the semester of their Senior Recital. A degree recital is required and must be successfully completed before graduation. Transfer students must complete at least 4 credit hours of applied voice lessons at Mississippi State University in order to graduate.

Requirements for Applied Voice Lessons

A. Memorization Requirement

All repertoire presented at the jury must be *memorized*, unless you are performing an oratorio aria or a chamber work with another instrument. If you use music, you should use a black folder and communicate with the jury members. You are not to be buried in the music.

B. Repertoire Requirements

While the number of songs and language requirements are listed below, the repertoire selections throughout the course of study should be representative of all musical eras from the baroque through 21st century works.

During the first semester of vocal study, the student will be expected to make significant progress primarily in vocal technique. Students will be required to sing a minimum of three (3) songs. At least one of these must be in Italian.

During the second semester of vocal study, the student will be expected to sing a minimum of four (4) songs. At least one of these must be in Italian.

During the third semester of vocal study, the student will be expected to sing a minimum of five (5) songs. At least one selection must be in French or German and at least one selection in Italian or Latin.

During the fourth semester of vocal study, the student will be expected to sing a minimum of six (6) songs; the student should demonstrate an ability to sing operatic/oratorio aria unless an alternative is suggested by your teacher. All four languages must be represented: English, Italian, French, and German.

During the fifth semester of vocal study, the student will be expected to sing a minimum of six (6) songs. This semester should be spent in preparation for the senior recital. Repertoire from this semester may be used for the recital/project. The songs presented for the jury should represent a variety of styles and languages as you prepare for your recital.

During the sixth semester of vocal study, the student should be prepared to sing their recital/project. All major eras (Baroque, Classical, Romantic, and Contemporary) and the four major languages (English, Italian, French, and German) should be represented. This semester should be spent in preparation for the senior recital. Repertoire from this semester may be used for the recital/project.

C. “Wednesday @ 2”(Recital Hour) Performance Requirements

In order to qualify for a semester grade of “A” in an applied area, a student must perform on recital hour (Wednesday @ 2) at least once each semester after your reach second semester status. You must consult with your pianist when you schedule your W@2 performance and rehearse with him/her in advance. Repertoire for recital hour must be art song, oratorio, or opera. Musical Theatre can be performed in studio class, master classes, NATS, opera workshop, juries, recitals, and other venues. Warm up in advance and dress appropriately for your performance.

D. Vocal Recitals/Concerts Attendance Requirements

All voice related concerts, master classes and recitals must be attended. A list of required events will be listed on the voice area board at the beginning of the semester so you can plan appropriately. Attendance will be taken. Each absence from a mandatory event will lower your final applied lesson grade by 5%. Make sure you check in with your teacher at each event to receive credit.

E. Voice Studio Class Attendance Requirements: Mondays @ 2:00 or 3:00 pm or Wednesdays at 5:00 at Music Building B/Choral Hall.

Voice-track students (BME/BA) are required to attend Voice Studio Class. Your teacher will post a schedule including a list of dates and performers will be posted after the semester begins. Studio class is a time for you to develop performance skills and you listening skills.

F. Jury Requirements

All applied students (majors and non-majors) are required to perform a jury at the conclusion of each semester. Students giving a recital in the second half of the semester are excused from end of semester juries. Non-major jury requirements: Students will sing one prepared song of their choice from memory. The juror will receive comments from faculty and be graded on a pass/fail basis only. Voice Major Jury Requirements: The jury performance shall constitute 25% of the semester grade. The remaining 75% of the semester grade is up to the discretion of the applied instructor and may include: attendance, practice journals, lessons, attendance at certain concerts and others. Students who presented a recital in the first half of the semester will be required to present two (2) new selections for their jury.

Each applied jury shall consist of a minimum of three faculty members. All faculty members present will provide a written evaluation of the student performance and assign a grade. The teacher of each applied student will share the evaluation with the applied student following the jury. The applied jury form, with evaluation and grade, becomes a part of the student’s permanent file. For jury forms go to www.statesings.com.

Voice Jury Procedures:

1. Bring copies of jury forms for all attending faculty.
2. The student chooses the first selection at the jury.
3. The jurors will choose additional selections at their discretion.

*Students receiving an incomplete in vocal study must perform a jury no later than the end of the third week of classes of the following semester. If the jury is not completed within the first 30 calendar days from the date of his/her next enrollment, the Incomplete becomes an “F.”

FROM: Dr. Jerome Gilbert, Provost and Executive Vice President
SUBJECT: Assigning “I” Grades

A grade of “I” (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of “I” will not be submitted for reasons other than previously described. Except for circumstances noted above, an “I” grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an “I” grade must complete all work within thirty (30) calendar days from the date of the student’s next enrollment. A student who receives an “I” grade may make up only that part of course work not completed because of the emergency. If a grade of “I” is not resolved into a passing grade within the allotted time, the grade becomes an “F.” Once a grade of “I” has been converted to an “F” because of the student’s failure to complete the necessary course work or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Provost and Executive Vice President.

If an undergraduate student has not enrolled in the university within a year of receiving a grade of “I,” the “I” will be converted to a permanent grade of “WI” and the student will not have the opportunity to change that grade.

Upper Division Proficiency Exam (written, oral presentation and performance portion)

Students enrolled in the BME degree must have an overall grade point average of **2.5**, and students enrolled in the BA degree must have an over all grade point average of **2.0** to be allowed to take the Upper Division Proficiency Exam. This exam is normally given at the end of the sophomore year. Consult the UDPE exam guide for details and consult your teacher with questions.

There are 3 parts to this exam.

1. Performance: You prepare all 6 pieces. You choose your first selection. Jury chooses from the remainder of your songs.
2. Paper: 6-8 page paper representing the repertoire studied during the semester. Proper citations (footnotes) using the Chicago Manual of Style (Turabian) and bibliography are required.
3. Presentation: 8-10 minute presentation on one piece of the student’s choosing. Students will be evaluated on the quality and clarity of the presentation.

*Students must pass the exam with a B or better (80% or higher) to enroll in the upper level (3000) applied voice lessons.

*Failure to pass the exam by the third re-take will constitute dismissal from the program.

Recital Requirements (see Applied Study in the Mississippi State University Departmental Handbook)

All students are required to prepare a Senior Recital as part of their degree program. Request of a date and venue for a recital must be made as soon as possible, typically a year in advance. You must complete a recital request form obtaining signatures of your pianist, teacher, and committee members. Program information for the student recital must be submitted to the departmental office no later than **10 days** before the program. As a part of completion of applied vocal studies (MUA 3050), Bachelor of Music Education (BME) and Bachelor of Arts (BA) in Music in a Vocal Concentration students must present, at minimum, a 25 minute public recital (this is 25 minutes of music). Detailed program notes must be submitted to the voice faculty no later than one week prior to the recital hearing. (See page 23 of Carol Kimball’s “Song: A Guide to Art Song Style and Literature.”)

Recital Form

Students must complete a recital request form complete with the signatures of the performers, teachers, and committee in order for the recital to take place. This should be completed as early in the year as possible as schedules fill up quickly. Your committee must consist of your applied instructor and 2 other music faculty members. Once completed, return this form to your teacher.

Recital Hearing

The student must perform a Recital Hearing in front of the entire recital committee members **at least 2 weeks before the scheduled event.** Plan accordingly. Remind your committee members of the time and location of the hearing a week before the hearing.

1. The applied instructor of the student preparing for recital and recital hearing will, in consultation with the student, select 2 additional faculty members to serve on the recital hearing committee and schedule the location, day and time of the hearing.
2. The student will turn in a complete draft of the recital program and all of its components 3 weeks before the recital. The student will make corrections as suggested by the teacher. The student will bring 3 finalized copies of the recital program, complete with program notes, texts and translations, biographies, etc. to the hearing for the committee to give final approval.
3. The applied instructor will secure and bring a copy of a recital form (see the web page under “forms”) to the hearing.
4. The student will perform the recital in its **entirety**.
5. All ensemble participants must be present at the hearing to perform ensemble repertoire as requested by the committee if appropriate.
6. At the completion of the hearing, student participants will be dismissed and the faculty committee will vote on the hearing with a rating of pass or fail with at least a majority ruling (2 out of 3 committee members with the same vote). The vote and any comments will be recorded on the recital hearing form and the form will be returned to the main office to be placed in the student’s file.
7. If a student passes the hearing, the office personnel will be notified and given the draft program for printing. Office personnel in charge of recitals will schedule student workers for stage management and program distribution. If you want your recital recorded, you must fill out a request form and submit it to Dr. Michael Patilla at least 2 weeks in advance of the recital date.
8. If a student fails the hearing, he/she must reschedule their recital for a later date agreed upon by all of the performers and the applied instructor. A new committee may be required due to the change of time and date. A new recital request form will be required with the signatures of the committee for the new recital date.

G. Collaborative Piano Information

For any performance, a minimum of **one 30 minute** rehearsal with the pianist is required.

If the piece is difficult, more rehearsals will be needed. Check with your assigned pianist for this information. The first rehearsal must occur at least two weeks before a scheduled performance and at least 2 weeks before the final semester class day. Department pianists are not expected or required to rehearse with students after the last class day of the semester.

Consult the CPR form for all information involving your assigned pianist. There are rules for rehearsing, scheduling, and performances. Be respectful of your pianist’s time and talent. Use them for rehearsals regularly. Do not wait until the last minute to rehearse. The collaborative effort you give is evident in your performance.

Completed CPR form is due to Dr. Murphy 3 weeks from the first day of class. All music must be copied clearly and carefully. Please label all music with your name and paperclip your entire submission.

If you have questions, please Dr. Murphy, Building B, Room 108.

Updated 8/11/2015