

BETHEL COLLEGE MUSIC DEPARTMENT

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Revised Fall 2009



Bethel College's Music Department holds NASM Accreditation.

PURPOSE

The purpose of this handbook is to provide you with information you will need during your period of study in the Music Program. From time to time this information will be updated to reflect new ideas and better ways to accomplish goals. The music program at Bethel College exists for you. Ask questions, make suggestions and let us know when you need help.

Sincerely,
Robert N. Ham, Music Department Chair

MISSION STATEMENT

The Music Department at Bethel strives to bring each of its students to an understanding of the pedagogical, historical, and theoretical aspects of musical performance while striving for the highest levels of technical and artistic development in the teaching and performing of music. Furthermore, the Music Faculty believe that music is a gift from God, used to express all of the various human emotions, moods, values, and thoughts that are given to us. All musical performance and study (whether it is classical, jazz, contemporary, or sacred) is approached in light of biblical perspectives that (1) describe the making of music as an act of worship and (2) demand excellence as the norm of stewardship. As J.S. Bach eloquently stated, "The aim and fundamental reason of all music is none other than to be to the glory of God and the recreation of the spirit."

Believing music to be a gift, which reflects God's goodness to us, we seek to foster musical and spiritual growth in a nurturing environment for all members of the college community and the community at large. We strive to prepare qualified individuals for servant leadership in music education, performance and church music.

DEPARTMENT GOALS

The goals and objectives of the Department of Music are that students develop:

1. A comprehensive knowledge of representative achievements in music history, theory, performance and pedagogy.
2. A high level of performance skill on their applied instruments and/or voice.
3. Skill in secondary performance media.
4. An understanding and appreciation of music as a cultural influence.
5. Knowledge of the musical art forms used in worship.
6. Awareness of music and worship in a global community.
7. Familiarity with music technology.

GUIDELINES FROM COURSE CATALOG

1. Entering students must apply for admission to the music program and audition in the proposed principal performance area and then apply for admission to the music program in their first year of study.
2. Each major or minor must enroll in Class Piano (MUAP 141) for completion of the piano proficiency requirement or be able to display proficiency.
3. Each major or minor takes an applied examination (jury) at the end of each semester.
4. Each major must perform in Performance Class at least once each semester of applied study. Minors must perform once a year.
5. Each major must apply for upper division study before the second semester sophomore jury. Status will be determined after that jury.
6. Major Ensemble credit is given for Concert Choir, Orchestra, Concert Band and Women's Chorale.
7. Because of the course load required, Music Education students should plan on five years for completion.
8. All baccalaureate degrees are B.A.

MUSIC FACULTY

FULL-TIME FACULTY

Name	Primary Responsibilities	Campus Phone/Office	E-mail
Mr. Robert N. Ham	Department Chair Choral Education Choral Activities	574.257.3391 Office: FA128	hamb@bethelcollege.edu
Mrs. Victoria Garrett	Voice Vocal Pedagogy Artist-in-Residence	574.257.3392 Office: FA126	garretv@bethelcollege.edu
Mrs. Marilyn Ham	Piano Arranging Artist-in-Residence	574.257.3390 Office: FA127	hamm@bethelcollege.edu
Dr. Michael Kendall	Conducting Music Education Instrumental Music	574.257.3394 Office: FA124	kendalm@bethelcollege.edu
Dr. Reg Klopfenstein	Percussion Music History Music Theory Jazz/Instrumental Music	574.257.3405 Office: FA122	klopferr@bethelcollege.edu
Dr. Robert Rhein	Piano Accompanying Music History/Music Theory	574.257.3342 Office: FA121	rhein@bethelcollege.edu
Dr. Derrick Pennix	Voice Diction Opera	574.257.2640 Office: FA125	pennixd@bethelcollege.edu
Dr. Wishart Bell	Voice	574.257.3505 Office: FA130	bellw@bethelcollege.edu
Dr. Vicky Warkentien	Piano/Strings Piano Pedagogy Sight Singing & Ear Training Church Music Ministry	574.257.3436 Office: FA123	warkenv@bethelcollege.edu

MUSIC ADJUNCTS

Music instructors in each instrumental applied area are contracted accordingly for student lessons. Various other music adjunct faculty assist in areas as needed.

MUSIC MINISTRY TEAM

Jill Hostetler, director	574.807.7825	Office: FA156	hostetj@bethelcollege.edu
Missy Bayer, coordinator	574.807.7824	Office: FA156	bayerm@bethelcollege.edu

MUSIC SECRETARY

Sue Holmes	574.257.3393	Office: FA120	holmess@bethelcollege.edu
Susan Lehman	574.807.7101	Office: FA120	susan.lehman@bethelcollege.edu

POLICIES

COMMUNICATIONS

Pertinent notices and information for all students are posted on the bulletin board located outside the music office. Please check the bulletin board, your email and phone messages regularly. A large calendar of music events is maintained in the music office for your convenience. A current printable music events calendar should be available online and in the music office. Bulletin boards across from the practice rooms and instrumental lockers post information on upcoming concerts, graduate schools and job opportunities.

LOCKERS

The RED LOCKERS in the restrooms available for music majors and minors on a first-come-first-serve basis. Students must provide their own locks for these. Lockers must be emptied and locks removed at the end of the school year. Please contact the music office to sign up for a red locker.

The INSTRUMENTAL LOCKERS in the band room (FA150) are available for students with instruments participating in ensembles and/or taking private lessons. Only college-issued locks are to be used on these lockers. Please come to the music office to be assigned a locker and issued a lock. The locks must be returned to the music office at the end of the school year and the lockers cleared out. Special arrangement for summer use is by faculty permission only.

DEPARTMENTAL EQUIPMENT

A number of instruments are available through the music office for students interested in participating in Bethel ensembles. A student who uses a college-owned instrument must fill out and sign an **Instrumental Use Agreement Form**. Please see the appropriate ensemble director for instrument availability. All instruments must be returned at the end of the school year.

Policy for Instrument Repair

Instrumentalists are responsible for the maintenance and repair of their own instruments. Locally, Bethel uses Blessing Music (574.234.5550) for most repairs and this store will often repair student instruments at a reasonable price. Bethel owned instruments will be repaired by the music department at our expense except in cases of abuse. In those extreme cases the student responsible for the damage will be responsible to repair or replace the instrument. As a service to students, Bethel's music department will provide replacement reeds, valve oil, cork grease and rosin. Some basic supplies, like strings, may be available for purchase at cost through the department.

PRACTICE ROOMS

Practice rooms are available according to the following guidelines:

1. Reserved Rooms
 - a. Students will be given opportunity at Performance Class to sign up for practice times and rooms. Upper Division music students will be given priority. Practice room hours are as posted.
 - b. Unoccupied practice rooms are on a first-come-first-serve availability. (Reserved times and special events take precedence.)
 - c. Certain practice rooms are designated priority for piano majors or percussion majors because of the quality or type of instrument in each.
 - d. The piano in the Rotunda is available to piano majors by faculty permission only. Please see the music secretary for availability and to reserve the key.
 - e. The auditorium piano must be reserved through the music secretary with permission of the Everest-Rohrer technical director. This must be scheduled in advance and must not conflict with other scheduled events. Use of the auditorium piano must be in direct preparation for performances sponsored by the music department.
2. Unlocked Rooms
 - a. Unlocked, unreserved class/practice rooms in the practice building are available during normal building hours as scheduling allows. (Special events take precedence.)
 - b. Pianos in the classrooms and Octorium are available when there are no classes in the immediate area and when their use is not a disrupting factor. Advance reservation for the Octorium piano is recommended. See music secretary.

3. If at any time there is a problem with the practice room, or the equipment in it, notify the music office.
4. ***Absolutely no food or drink*** is allowed in the practice rooms. Pianos, marimba and timpani should always be treated as valuable instruments, NEVER as tables. ☹

OPPORTUNITIES IN MUSIC

Students are encouraged to perform in many areas including: Concert Choir, The Collegians, Women’s Chorale, Voices of Triumph, Opera Workshop, Music Ministry Team (previously called Gospel Teams), musical theatre, Concert Band, Jazz Ensemble, Jazz Combo, Percussion Ensemble, String Chamber Orchestra, String Quartet and other instrumental ensembles.

FACILITIES

The music department is housed in the **Everest-Rohrer Chapel/Fine Arts Center**. Built in 1996 and named after two of Bethel’s original founding fathers, Quinton J. Everest and Seth Rohrer, this facility provides an 860-seat chapel/auditorium with state-of-the-art sound and lighting equipment, modern, well equipped classrooms, ensemble rehearsal rooms outfitted with Wenger equipment, comfortable practice rooms, dressing rooms, a costume shop, faculty studios, digital piano lab, music computer laboratory, a sound recording studio, music library, the Weaver Art Gallery and beautiful Rotunda. The proscenium stage is 48 feet wide by 32 feet deep and includes an orchestra pit for musical presentations. Bethel’s ticket office is located in the foyer entrance to the great hall. The Middleton Hall of Science features the Octorium. With seating capacity of only 160, the Octorium provides a smaller more intimate stage setting.

APPLIED MUSIC

LESSONS

All music majors and minors should enroll in lessons for their primary applied area. See major and minor requirements in catalog corresponding to year entered. Students should take care to register for the correct level of lesson. Students in non-elective lessons must take a jury at the end of each semester of study. A recital given in the second half of a semester will count as the jury for that semester. Please check with your academic advisor or music department faculty/staff if you have questions about the appropriate course. Course numbering for applied lesson credit is as follows:

MUAP145 Elective Voice MUAP146 Elective Piano MUAP147 Elective Instrumental <i>(Specify Instrument)</i>	<i>Elective lessons are given on a pass/no pass basis</i> without an end-of-semester jury. Can be taken by non-music majors or majors and minors in a secondary applied area of study. Elective students with little or no keyboard or vocal experience are required to take at least 2 semesters of class piano or 1 of class voice before enrolling in private applied study. Students wishing to show proficiency must follow permission procedures.
MUAP171 Voice Lessons MUAP151 Piano Lessons MUAP181 Instrumental Lessons <i>(Specify Instrument)</i>	For first and second year music majors and minors or elective students <i>wanting a letter grade and who are willing to take a final jury exam</i> . Take for 1 or 2 credit hours each semester depending on degree program and time available. May be repeated for credit.
MUAP371 Upper Division Voice MUAP351 Upper Division Piano MUAP181 Upper Division Instrumental <i>(Specify Instrument)</i>	For junior and senior music majors and minors. <i>Faculty approval required for Upper Division status</i> ; can be taken for 1 or 2 credit hours. Requires end of semester jury. May be repeated for credit. <i>Prerequisite:</i> 4 semesters of above lessons in primary area and faculty approval.

Credit is based on the following formula:

- 1 credit hour 12-14 half-hour lessons
- 2 credit hours 12-14 one-hour lessons

See current Course Schedule for listing of faculty section numbers. An *Applied Music Fee* is charged to help cover the cost of private instruction.

SCHEDULING LESSON TIMES

To schedule your private lesson time you must submit a class schedule worksheet (see appendices) to the music office. Please be sure to list your name and contact phone number as well as the classes you are scheduled for and any other scheduled time that would conflict with a lesson time (such as work schedules). Please note the type of lesson (voice, type of instrument, etc.) and the teacher or section number. It is important that you get this to the music office well in advance of the semester, if possible. All lesson times are finalized the first week of classes and posted on the music bulletin board by the end of that week. Some instructors contact students individually. Lessons begin promptly on the second week of the semester. If you have any questions or have not been notified of your lesson time by the end of the first week of classes you need to contact the music office (257-3393).

PRACTICE

Minimal practice time for applied music, according to the amount of credit being earned, is as follows:

- 1 credit hour (one half-hour lesson) **minimum** of 6 hours per week or 1 hour daily
- 2 credit hours (one hour lesson) **minimum** of 12 hours per week or 2 hours daily

ATTENDANCE

Students late to private lessons will receive only the remaining portion of their lesson period. Private lessons missed by the student will be made up at the convenience of the teacher, provided twenty-four hours advance notice is given the teacher and there are acceptable reasons for the absence. Make up lessons for extracurricular activities of other classes will be at the discretion of the instructor. Lessons missed by the teacher will be made up at a time convenient to both the student and the teacher.

ASSIGNMENT OF STUDENTS TO PRIVATE INSTRUCTORS

1. The Music Department Chair will assign students to teachers. Student requests for specific teachers will be honored according to the following priority:
 - a. Music majors and minors already taking lessons at Bethel.
 - b. New music majors.
 - c. Elective students already studying at Bethel.
 - d. New music minors.
 - e. New elective students.
2. It is our desire to provide continuity and to allow time for proper development of technique; therefore, changes are not made casually. Changes may be deemed necessary (1) because of a shift in the loads of the teachers involved, or (2) because of serious concerns the teacher or student may have with the working relationship. **Changes will be made only with the approval of the Music Department Chair and the parties involved.**
3. If a concern is deeply felt by teacher or student, the person feeling the concern should express it directly to the other person. If this does not resolve the problem, the teacher or student or both may talk to the Music Department Chair who shall act as an advisor and facilitator. It is expected that all parties shall speak to the individuals involved, and follow ethical and biblical principles which will glorify and honor God.

RECOMMENDATION OF STUDENT INSTRUCTORS TO THE PUBLIC

1. Music faculty will give a list of qualified students and/or graduates with their area of instruction for teaching private lessons to the music office secretary.
2. Those recommended will be determined by educational background, reputation or personal acquaintance with the individuals. When a current Bethel student is recommended it is most often because he/she has had an appropriate pedagogy class or has had an internship, student teaching experience or field work experience appropriate for this discipline.
3. When a parent calls asking for recommendations, the secretary or office assistant will give all names of instructors who match the needs of the potential private student.

GENERAL REQUIREMENTS FOR MAJORS AND MINORS

1. Entering Students:
 - a. Music Majors, apply for admission to the music program as outlined in **Intent to Major**. (*Application for Admission* in forms section of this document or in music office.)
 - b. Audition in the principal performance area if s/he did not audition prior to school starting. (See the chairperson.)
 - c. The **Music Theory and History Assessment Instrument** is comprised of two parts: a “Pretest” administered to all freshman music majors during their first semester at Bethel, and a “Posttest” administered to all music majors at the conclusion of their music history and theory coursework. Each section of the test will take approximately 1½ hours to complete and is designed to measure student learning of advanced concepts in music history and music theory. The tests include both objective (multiple choice) items and essay questions. The purpose of this Assessment Instrument is to provide information to the Music Department concerning the effectiveness of our music theory and history course offerings. Although the tests are required of all music majors, they will not affect students’ course grades.

2. Sophomores:

Apply the second semester to begin upper division study in music. (*Application for Upper Division Study* are in forms section of this document or available in music office.)

3. All majors and minors:
 - a. Take an applied examination (jury) at the end of each semester.
 - b. Music Majors perform in Performance Class at least once each semester of applied study unless excused by the applied teacher. Music Minors perform once each year (every other semester).
 - c. Enroll in class piano each semester until the keyboard proficiency is passed.
 - d. Enroll in MUAP180 Performance Class for seven semesters as a major, or four semesters as a minor.

INTENT TO MAJOR

All students who wish to major in music must fill out the Application for Admission to the Music Program at Bethel College at the beginning of their first year of music study. (See forms section or available in music office.) At the end of the second semester of study a decision to accept or deny will be made by faculty vote. One semester of probation may be granted if the candidate is close to meeting the established criteria.

Criteria includes:

1. 3.0 GPA in private lessons
2.5 GPA in Music
2.0 GPA overall
2. Evidence of ability to perform literature at a college level (as determined by music faculty and following printed guidelines when available) with correct notes, rhythms, and “musicality”.
3. Demonstrated ability to memorize literature assigned each semester (keyboard & voice) as determined by the private teacher and/or the jury repertoire sheet.
4. Demonstrated Keyboard Proficiency through Second Level (see Keyboard Proficiency Evaluation) and ability to progress at a reasonable pace (instructor’s discretion).
5. Successfully complete (C or better) SS & ET I.
6. Evidence of adaptability to Bethel’s music program. Such areas include, but are not limited to:
 - Understanding and acceptance of music requirements
 - Diligence in practice
 - Prompt attendance at private lessons, rehearsals and classes
 - Consistent musical growth and development
 - Demonstrated understanding of performance techniques (posture, breathing, position, fingerings, etc.).
 - Positive response to faculty suggestions for improvement
7. Successful completion of performance class over two semesters.
8. Evidence of a sense of correct intonation as determined by the private teacher.
9. An audition is required of all music majors prior to their first semester at Bethel. In the case of majors who transfer in, switch their major, or don’t audition for some reason, an audition should be arranged by the student with the department chair in their 1st month of music study. No application will be considered before an audition is held.

REQUIREMENTS FOR PIANO MAJORS

Levels

Piano music and keyboard skills are divided into six levels, to provide some flexibility for students with different levels of preparation. There is a minimum graduation level of literature and technical skill; students are encouraged to exceed it.

Literature

1. Each piano student's repertoire should primarily be standard piano literature from the four basic historical periods (baroque, classical, romantic, 20th century). Detailed Repertoire Lists, separated into levels, are available from the piano instructors, and are designed to aid both teacher and student in selecting appropriate music.
2. A fifth style category, Sacred Piano Literature, is required for each level. In keeping with the mission of Bethel College, such music has both an educational value and a usefulness in church ministry. Styles can include arrangements by modern arrangers, as well as transcriptions of sacred masterworks.
3. The minimum number of standard pieces that each student will work on each semester is:

First semester	3 pieces
All succeeding semesters	4 pieces

The required pieces must all represent different historical (or style) periods. At least one-half of all pieces studied must be memorized. During at least one semester of each year, each student must learn one example of sacred piano literature, which need not be memorized.

Technical Requirements

Scales and arpeggios shall be covered according to a specified scheme. Formal examination of the graduation level will be during the student's final year, and will involve 4-octave scales (major, 3 forms of minor, and chromatic) and arpeggios (major, minor, and seventh chords) at specific tempos.

Lessons, Performances and Juries

1. **Lessons:** The semester will consist of 12 to 14 half-hour lessons for each semester hour of credit.
2. **Performances:** All music majors must perform in the departmental Performance Class at least once each semester. There will also be several opportunities each semester in Studio Class to perform pieces for just the other piano majors and minors.
3. **Juries:** The jury takes place as announced at the end of the semester.

JURIES

The purpose of the jury is to enable the faculty and the student to evaluate the progress made in Applied Music and to help the student make an objective appraisal of his/her future plans and potential as a music major or minor.

1. For juries, each student will fill out the appropriate form with his/her applied professor during the private lesson.
2. These forms should be completed at **least 24 hours prior** to the jury or the performance class recital and placed in the appropriate folder on the music office desk.
3. For juries, the respective professors will make extra copies of this completed form and bring them to the juries.

PERFORMANCE CLASS

The purpose of performing in Performance Class is to gain experience as a performer.

1. For the performance class student recital, each student will fill out the appropriate form with his/her applied professor during the private lesson.
2. These forms should be completed at **least 24 hours prior** to the performance class recital and placed in the appropriate folder on the music office desk.

Performance Class students are **required** to attend a specified number of recital/concerts each semester. See Performance Class syllabus for guidelines. Turn in completed *Recital and Concert Attendance List* (located in forms section.) at last class of semester.

CONCERT ETIQUETTE

An essential activity for all music students is attending recitals and concerts of classical music. This includes programs both on the Bethel campus and elsewhere, performed by students, by faculty, or by other professionals.

Unfortunately, many students have had little experience with such events, and are unfamiliar with the level of dress and behavior that these rather formal events demand.

The following suggested guidelines may seem obvious to some, but they all address behavior frequently exhibited by those who are unaware of concert etiquette:

1. Do not arrive late or leave early. If this is unavoidable, do so only between pieces of music (in other words, during applause).
2. Do not talk during the performance. Don't even whisper, if possible-if you need to, whisper very discreetly.
3. Do not mimic or make fun of the performers, nor critique the performance afterward where you may be overheard.
4. Do not pass notes, do homework, or read anything during the performance except the program and program notes.
5. Do not attract attention to yourself in any way. Be careful with your body language. Don't cause others to laugh, yawn out loud, etc.
6. Be an educated listener: do not applaud between the movements of a sonata, suite, symphony, concerto, or similar work.
7. Your attire rarely needs to be formal, but shorts, T-shirts, jeans, ragged clothing, and (especially) hats are never appropriate.

To restate this in positive terms:

1. Remember that guests attend our recitals, and that our dress and behavior might be the only testimony that they see.
2. Recall that at other concert locations we are guests, and we take our testimony with us.
3. All attention should be on the performers. When you are on stage yourself, you may then expect the same consideration.
4. Afterward, speak well of all and keep negative opinions to yourself. Leave critiques to the professional newspaper critics.

STUDENT RECITALS

1. Senior recitals should be performed in the last semester of study at Bethel with a minimum of eight semesters of private lessons required. Education majors should do their senior recital the semester immediately prior to their student teaching. Junior recitals should be performed during or after the sixth semester of private study. Music minor recitals (opt.) should be performed during or after the fourth semester of private study. Exceptions will only be made by permission of the entire music faculty. All Junior, minor, and elective recitals will be scheduled for the Octorium. Senior recitals will be scheduled for the auditorium. Senior recitalists must be at the upper division level (300) in their private studies in order to do a recital.
2. Set up a date for the recital as far in advance as possible using the **Application for Recital** form. Do this with your teacher. Complete the recital application form and return it to the Music Office to get your date on the calendar. Register your form with the music secretary.
3. A hearing of Junior and Senior recitals will be held four weeks prior to the desired date of the recital. Approval of the faculty is necessary for the student to continue to plan for the tentative date.
4. Work together with your instructor to plan the program for your recital. This should be done **no later than five weeks** prior to your recital date (one week before your hearing date).
 - a. Together with your teacher, decide on the order of the program and where to place the intermission if there is any.
 - *** b. Write the titles and composers for each piece in the order they are to appear on the program. **Provide this information to the music secretary one week before your hearing—even if you may change the order of your program later.**
 - c. If vocal, furnish translations. If instrumental, you may wish to write program notes for some of your pieces. Provide this information to the music secretary no later than one week before your recital.
 - d. Include with your pieces the name of your accompanist, your teacher and your instrument or voice classification, and the type of recital (junior, senior, etc.).
5. The payment for any accompanist not provided by the college is the student's responsibility. A thank you note and a gift are appropriate as well.
6. You are responsible for making and putting up any posters around campus. Be creative! Please obtain approval for your poster in the music office. Approval for posting must be secured through the Student Development Office.
7. The Music Department will pay for program costs. Translations will be run on plain paper and treated as an insert.
8. Students are responsible for their own reception if they wish to have one.
9. A DVD and CD of the concert will be made. There will be no charge to the student for this service. These master copies will be kept by the department.

RHYTHMIC AND MELODIC PROFICIENCY
(EAR TRAINING and SIGHT-SINGING)
Bethel College Music Department

Learning to sight sing and to take melodic/rhythmic dictation are important goals of MUTH 123 and 222 (Ear Training/Sight-Singing I & II), but they are only a means to an end. The most important goal is to learn "inner hearing"—the ability to look at a musical score and hear it in your mind without having to sing or play it out loud. For example, professional musicians employ "inner hearing" or aural imagery on a daily basis as they may have only a few moments to look over their parts prior to an important rehearsal. The refinement of aural imagery skills (through sight-singing and dictation) can also lead to a deeper understanding of, and an appreciation for, musical listening and performing—both prerequisites to the aesthetic experience of music.

Assessment:

1. Successful completion of individual sight-singing evaluations (the instructor will complete one **Sight Singing Audition Report** for each student).
2. Successful completion of Dictation Tests.
3. Computer Ear Training Programs: *Practica Musica*.
 - a. Students in MUTH123 (Ear Training I) must complete the following levels of *Practica Musica* at the 85% proficiency level:
 - Pitch Reading (levels 1-4)
 - Rhythm Reading (levels 1-4)
 - Intervals Spelling (levels 1-4)
 - Intervals Playing (levels 1-4)
 - Intervals Ear Training (levels 1-4)
 - Scales (levels 1-3)
 - b. Students in MUTH222 (Ear-Training II) must complete the following levels of *Practica Musica* at the 85% proficiency level:
 - Pitch Matching (levels 1-4)
 - Rhythm Matching (levels 1-4)
 - Chord Ear Training (levels 1-4)
 - Chord Progression Ear Training (levels 1-4)
 - Pitch Dictation (levels 1-4)
 - Rhythm Dictation (levels 1-4)
 - Full (Pitch/Rhythm) Dictation (levels 1-4)

AWARDS

MUSIC SCHOLARSHIPS

Music Scholarships are awarded by the Music Department and require an audition or viewing. Scholarships are available for music majors, music minors and talented non-music majors and minors willing to be part of ensembles and take lessons. Contact the Music Department for additional details.

Scholarship Information

1. Each student must register for private lessons from an approved Bethel College teacher in his/her major performance area.
2. Each student must be part of a large ensemble (Concert Band, Jazz Ensemble, Concert Choir, Women's Chorale or String Chamber Orchestra).
3. Each student must keep a 2.5 average in music courses and a 2.0 average overall.
4. Each student must seek permission of the Music Department Chair before auditioning for sports teams, cheerleading, or Genesians (to insure that all responsibilities pertaining to this award can be met).
5. Any student taking a semester of study away from the campus will not receive a music scholarship for that semester. Exceptions will be made for student teaching assignments.
6. Each student will be assigned a scholarship task and/or other ensemble requirements according to the following financial award guidelines:

Vocalists:

\$1450 - \$2450	2 ensembles or 1 ensemble and 1 scholarship job
\$2500-	3 ensembles or 2 ensembles and 1 scholarship job

Instrumentalists:

\$1450 - \$2450	3 ensembles or 2 ensembles and 1 scholarship job
\$2500 -	3 ensembles and 1 scholarship job or 2 ensembles and 2 scholarship jobs

Pianists:

\$1450 - \$2450	1 ensemble (Education majors must choose a large ensemble) and 1 scholarship job (or 2 nd ensemble)
\$2500-	2 ensembles and 1 scholarship job or accompanying as assigned and a scholarship job

Exceptions and waivers may be granted by the department chair after consultation with the student.

Special Note: Students failing to meet some or all of these requirements may forfeit some or all of their Music Scholarship.

DALE WHITEHEAD MUSIC TEACHING SCHOLARSHIP AWARD

Dale Whitehead was a teacher for 35 years in the public school system and 27 of those were in the Penn-Harris-Madison school district. He received his Bachelor's degree from Ball State Teachers College and his Master of Arts from Ball State. Dale's heart for teaching is evident in the thousands of students he taught and inspired. Still active as an organist Dale wanted to encourage and reward future teachers.

The Dale Whitehead Music Teaching Award will be awarded annually to a music major of junior or returning senior standing. Currently, this is a \$500 award. Candidates will be nominated by the music faculty and voted on by the same. The following criteria have been set to serve as guidelines for nominations:

1. The nominee should be a junior or returning senior majoring in music performance, or music education.
2. The nominee shall have attained a 3.0 GPA or better.
3. The nominee shall be characterized as dependable, diligent, and as having a strong work ethic.
4. The nominee could be one who has financial needs for his/her education at Bethel.
5. The nominee shall have potential as an outstanding teacher or leader in music education, church music, or in private instruction (lessons). (They need not be an outstanding performer.)

THE ELDON FRETZ HEART OF A SERVANT SCHOLARSHIP AWARD

In I Samuel 12:20 we are exhorted to "serve the Lord with all your heart." Likewise, in Galatians 5:13 we are to "serve one another in love." Through music we have a terrific opportunity to do both at the same time. Musicians often find themselves in the role of servant, sacrificing their own desires and needs for a greater cause.

With this award we seek to honor students who exemplify the heart of a servant: students who manifest joy, humility, a positive attitude, a willing spirit and a love for God and fellow musicians.

Candidates for this award are nominated by their fellow music students and music faculty and voted on by the music faculty.

OUTSTANDING MUSIC STUDENT AWARD

Each year the music faculty nominates students for this award. A vote is taken after measuring each nominee by the following criteria:

1. Performance.
2. GPA and academic achievement.
3. Overall attitude in classes, lessons, and everyday contact.
4. Involvement and service.
5. Personal characteristics such as dependability, work ethic, adaptability, consistency, etc.

One need not be a music major or minor to receive this award. Award may be given to more than one person.

OUTSTANDING CHOIR STUDENT SCHOLARSHIP AWARD

Sponsored by Larry, Judy, Mariah and Ryan Lentych

The Lentych family has been a supporter of music at Bethel for many years. In particular, their love and appreciation for the Bethel Concert Choir has been expressed over and over again through many acts of kindness. This scholarship is sponsored by the Lentychs and will be awarded annually to a deserving choir student based on these criteria: the recipient must be a junior or returning senior; the recipient must demonstrate a commitment to Christ; he or she must strive for excellence yet serve others humbly and lovingly.

TED LILLY MEMORIAL SCHOLARSHIP AWARD

Ted Lilly ('76) Scholarship was established by his family after his sudden passing in July of 2000. Ted was an outstanding musician and educator who instilled his love for instrumental music in countless numbers of students during 24 years as a band director and music educator at Mishawaka Marian High School, LaVille High School, Washington High School in South Bend and adjunct professor at Bethel College.

As a musician, Ted will be remembered as one deeply involved in the local music scene whether at his church, the local musicians' union, ISSMA music contests, the Twin City Concert Band, the Great Lakes Brass, or as the director of the Jazz Assemblage of Elkhart, Indiana.

This scholarship (in Ted's memory) will be used to encourage a returning Bethel instrumental music student each year who exhibits the qualities and potential exemplified by Ted's life.

HELEN KELLER MUSIC SCHOLARSHIP AWARD

This scholarship will be awarded to students majoring in Music Education or Music Performance upon the recommendation of the Chair of the Music Department in consultation with the faculty of the Department. To qualify for this scholarship, recipients will have freshman, sophomore, junior or returning senior class standing and maintain a minimum 3.0 cumulative grade point average in the courses in their declared major, and a 2.5 overall grade point average. The recipient must take a minimum of 12 hours each semester. This scholarship award is not need based. However, preference may be granted to those students with demonstrated unmet financial need. A recipient is eligible to receive the award in successive years.

FORMS

General

1. Forms and Applications Checklist
2. Class Schedule Worksheet
3. Student Tracking Data Sheet
4. Recital and Concert Attendance
5. Field Work in Fine Arts

Applications

6. Application for Senior Music Recital
7. Application for Junior, Minor or Elective Music Recital
8. Application for Admission to the Music Program of Bethel College
9. Application for Upper Division Study
10. Application for Performance Class
11. Application for Jury

Evaluations

12. Instrumental Jury Evaluation
13. Junior & Senior Recital Evaluation
14. Piano Jury Evaluation
15. Voice Jury Evaluation

FORMS AND APPLICATIONS CHECKLIST

Fall **Spring**

Freshmen:

- | | | |
|-------|-------|---|
| _____ | | 1. Fill out <u>Application for Admission to the Music Program</u> form at end of the fall semester. |
| _____ | _____ | 2. Fill out <u>Class and Work Schedule</u> form and submit to the music office at registration or no later than the first two days of each semester so private lessons can be scheduled. |
| _____ | _____ | 3. Fill out <u>Concert Attendance</u> form throughout the year. (Due at last Performance Class) |
| _____ | _____ | 4. Fill out <u>Jury Form</u> and turn in prior to taking jury exam each semester. |

Sophomores:

- | | | |
|-------|-------|---|
| _____ | | 1. Fill out and submit <u>Class and Work Schedule</u> form by the first two days of each semester to schedule lesson. |
| _____ | _____ | 2. Fill out <u>Concert Attendance</u> form throughout the year. (Due at last Performance Class) |
| _____ | _____ | 3. Fill out <u>Application for Upper Division Study</u> (including repertoire list) and submit in conjunction with second semester sophomore jury. Applications will be evaluated at last Music Faculty Meeting of the school year. You will need approval to start upper division level lessons. |
| _____ | _____ | 4. Education Majors - Apply for admittance to the Teacher Education Program. |
| _____ | _____ | 5. Fill out <u>Jury Form</u> and turn in prior to taking jury exam each semester. |

Juniors:

- | | | |
|-------|-------|---|
| _____ | | 1. Fill out and submit <u>Class and Work Schedule</u> form by the first two days of each semester to schedule lesson. |
| _____ | _____ | 2. Fill out <u>Concert Attendance</u> form throughout the year. (Due at last Performance Class) |
| _____ | _____ | 3. Education Majors - apply for student teaching. |
| _____ | _____ | 4. Fill out <u>Jury Form</u> and turn in prior to taking jury exam each semester. |

Seniors:

- | | | |
|-------|-------|---|
| _____ | | 1. Fill out and submit <u>Class and Work Schedule</u> form by the first two days of each semester to schedule lesson. (No, you are not exempt!) |
| _____ | _____ | 2. Fill out <u>Concert Attendance</u> form throughout the year. (Due at last Performance Class) |
| _____ | _____ | 3. Fill out <u>Jury Form</u> and turn in prior to taking jury exam each semester. |

Optional:

1. Instructor's approval required: Field Work in Fine Arts (FA 370)

CLASS SCHEDULE WORKSHEET

Name _____

Phone # _____ (On-campus)

Phone # _____ (Home)

Phone # _____ (Cell)

Please fill out this form and submit to the music department during registration or ASAP before the beginning of the semester so your private lesson(s) can be scheduled. Most professors require this form to schedule your lessons. **THIS IS REQUESTED TO SCHEDULE YOUR PRIVATE LESSON. THANK YOU.**

List: **Private Lessons (voice, piano, etc.)**

Instructor (if known) /Section # (s)

Time	Mon.	Tues.	Wed.	Thurs.	Fri.
7:00	-----	-----	-----	-----	-----
8:00	-----	-----	-----	-----	-----
9:00	-----	-----	-----	-----	-----
10:00	Chapel	-----	Chapel	-----	Chapel
11:00	-----	-----	-----	-----	-----
12:00	-----	-----	-----	-----	-----
1:00	-----	-----	-----	-----	-----
2:00	-----	-----	-----	-----	-----
3:00	-----	-----	-----	-----	-----
4:00	-----	-----	-----	-----	-----
5:00	-----	-----	-----	-----	-----
6:00	-----	-----	-----	-----	-----
7:00	-----	-----	-----	-----	-----
8:00	-----	-----	-----	-----	-----

STUDENT TRACKING DATA SHEET

Name _____ Year/Semester entered Bethel _____

Major/Minor _____ Scholarship Student? ____ ID# _____

1) Application to Major in Music

Date submitted _____ Date approved _____

Comments:

2) Application for Upper Division Study

Date submitted _____ Date approved _____

Comments:

3) Piano Proficiency

Required level _____ Date completed _____

Comments:

4) History and Theory Assessment

Taken on _____ Retaken on _____
Date (pre-test) Date (post-test)

5) Graduation Application

Filed on _____ Graduation Date _____
Date

**APPLICATION FOR ADMISSION TO THE MUSIC PROGRAM
BETHEL COLLEGE**

I, _____, do hereby apply to be a music major at Bethel College. I understand that acceptance is based upon several factors, including academic criteria, talent, progress made in performance area, and adaptability to Bethel's program. I realize that my application will be reviewed after the second semester of study at Bethel and that I will be advised of my status. One additional semester of probation may be granted if I am close to meeting the criteria established.

(signature)

(date)

Home address: _____

(Students: Do not write below this line)

_____ is accepted at this time as a music major.
(date) _____

_____ is granted one semester of study on a probation basis.
(date) _____

_____ is not accepted at this time because

(date) _____

(Department Chairperson)

APPLICATION FOR PERFORMANCE CLASS

Performance Class Date _____

Performer _____ Instrument or Voice Part _____

Accompanist _____

Composition Title _____

Movement titles _____

or Major work from which it is taken _____

Composer (full name) _____

Birth/Death Dates _____

Arranger if applicable _____

Period (circle one) Medieval Renaissance Baroque Classical

 Romantic Early 20th Century Contemporary

Length _____ (Minutes)

Staging Requirements:

Piano Lid: UP or DOWN (circle one)

Number of chairs needed _____

Number of stands needed _____

Other needs _____

Teacher's Signature _____

NOTE: 1) Please turn in this form **AT LEAST TWO DAYS IN ADVANCE**. Students will be scheduled on a "first come, first served" basis.

2) This form must be filled out COMPLETELY and accurately. PRINT OR TYPE.

OFF CAMPUS RECITAL AND CONCERT ATTENDANCE LIST

Note: This form is due at the LAST CLASS.

Name _____ Semester _____ Year _____

List concerts here.

Event _____

Date _____

Artists _____

Event _____

Date _____

Artists _____

There is a drop-off box for these forms in the music office.

If you would like your program returned to you please indicate on this sheet.

Yes, please save my programs. _____ If not checked programs will be recycled.

Saved programs and/or ticket stubs will be placed on the Music Bulletin Board for pick up after grades have been recorded. These will be removed and recycled after a reasonable length of time.

APPLICATION FOR JURY

Name _____ Course MUAP _____ Cr. Hours _____ Jury date ____/____/____

Total semesters ____/total cr. hrs. ____ of lessons at Bethel (in applied area) Maj Min Endors
Elec

(Circle One)

Repertoire:

Title	Composer	Status	# Perf. Given
New			
Continued			
Reviewed			

Status: mark each piece with the appropriate letter.

M - Memorized L - Learned, but not memorized B - Begun, but not ready to perform

Exercises, Etudes, Vocalises, Scales, etc., studied this semester:

Grading Scale:

A 93-100
A- 90- 92
B+ 87- 89
B 83- 86
B- 80- 82

C+ 77-79 _____
C 73-76 _____
C- 70-72 _____
D+ 67-69 _____
D 60-66 _____

Professor's Semester Score _____
Composite Jury Score _____
Final Letter Grade _____

Excellent _____
Satisfactory _____
Weak _____

Literature: Progress:

_____ _____
_____ _____
_____ _____

Use other side for additional comments.

BETHEL COLLEGE INSTRUMENTAL JURY EVALUATION FORM

Student's Name _____

Date ____/____/____

Major _____ Semester of Instrumental Study 1 2 3 4 5 6 7 8 9 10 11 12

Adjudicators: Please check (4) evaluation (Number 1 is the highest rating)

	1	2	3	4	5	NOTES
Tone (Beauty, Control, Balance)						
Melodic Accuracy						
Intonation						
Rhythm (Accents, Meter, Precision)						
Technique (Fingering, Articulation, Tone Quality, Pedaling)						
Interpretation (Tempo, Dynamics, Phrasing, Expression, Style)						
Stage Deportment (Appearance, Discipline, Posture)						

SUBTOTALS _____

TOTAL POINTS _____

Scale: 7-10 = A 11-17= B 18-24= C 25-31= D 32-35= F

COMMENTS ON PERFORMANCE:

Adjudicator's Signature _____

BETHEL COLLEGE PIANO JURY EVALUATION FORM

Student's Name _____

Date ____/____/____

Major _____

Semester of Piano Study 1 2 3 4 5 6 7 8 9 10 11 12

Adjudicators: Please check (4) evaluation (Number 1 is the highest rating)

	1	2	3	4	5	NOTES
Note Accuracy						
Rhythmic Accuracy						
Technique (Fingering, Articulation, Tone Quality, Pedaling)						
Interpretation (Tempo, Dynamics, Phrasing, Expression)						
Style (Appropriateness of style, Attention to score details)						
Memorization/ Literature Amt.						
Other (Stage Presentation, Posture, Appearance)						

SUBTOTALS _____

TOTAL POINTS _____

Scale: 7-10 = A 11-17= B 18-24= C 25-31= D 32-35= F

COMMENTS ON PERFORMANCE:

Adjudicator's Signature _____

BETHEL COLLEGE VOICE JURY EVALUATION FORM

Student's Name _____

Date ____/____/____

Major _____

Semester of Vocal Study 1 2 3 4 5 6 7 8 9 10 11 12

Adjudicators: Please check (4) evaluation (Number 1 is the highest rating)

	1	2	3	4	5	NOTES
Tone Quality (Focus, Balance of depth/brilliance, Regstral uniformity, Vibrato, Freedom)						
Technique (Posture, Breathing, Proper use of resonators and articulators)						
Musicianship (Pitches, Intonation, Dynamics, Rhythmic accuracy, Tempo)						
Stylistic Interpretation (Phrasing, Nuance, Expression, Affinity to text, Balance/Interplay with accomp.)						
Language/Diction						
Memorization/Literature Amt.						
Appropriate Dress/ Stage Deportment						

SUBTOTALS _ _ _ _ _

TOTAL POINTS _____

Scale: 7-10 = A 11-17= B 18-24= C 25-31= D 32-35= F

COMMENTS ON PERFORMANCE:

Adjudicator's Signature _____

APPLICATION FOR JUNIOR AND ELECTIVE MUSIC RECITAL

Middleton Hall Octorium

Recital Date: ____/____/____

► AVAILABLE DATES ARE LIMITED ◀

Once you have registered to perform your recital, get possible dates from the Music Department Chair and then proceed to fill out this form. If you are joining with another student to perform a combined recital, please assign one student to complete this form.

Recitalist(s): _____ & _____

•Recital Date: ____/____/____ Recital Day: _____ Start Time: _____ End Time: _____

•Dress Rehearsal Date: ____/____/____ Day: _____ Start Time: _____ End Time: _____

•Hearing Date: _____ Time: _____ Location: _____
(Hearing date and time set by Department Chair and will be approximately 4 weeks prior to recital date.)

•Instructor(s): _____ & _____ (Signatures of approval)

•Accompanist: _____ (Signature of approval)
(Recital Date available to accompanist?)

•Authorized by Department Chair: _____ (Signature of approval) Music Secretary _____ (Initials)

After obtaining all the above signatures, please bring this form to the Music Secretary.

Student Responsibility ✓ List:

- _____ Hearing information typed and copy submitted to music secretary. (Must be submitted **BEFORE** the day of your hearing.) Include song titles and full names of composers. Can be e-mailed to: holmess@bethelcollege.edu
- _____ Final program order, **TRANSLATIONS** and any program notes/changes submitted to music secretary. (**At least two weeks prior to recital**) (Please bear in mind that if you do not submit your recital information to the music office in a timely manner, we may not be able to provide you with a recital program.)
- _____ Sound form to Todd Lemons for special requests. (Forms available in the Music office)

Approximate expected attendance: _____ (Performance class students, teachers, friends, family & church family)

Will there be a Reception? Y N (Performers are responsible for planning the reception. The Music Department will provide a hostess/server. Reception information is available from the music secretary.)

Please list number of tables needed: 8' _____ Round _____ 4' _____

APPLICATION FOR SENIOR MUSIC RECITAL

Everest-Rohrer Auditorium

Recital Date: ____/____/____

► AVAILABLE DATES ARE LIMITED ◀

Once you have registered to perform your recital, get possible dates from the Music Department Chair and then proceed to fill out this form. If you are joining with another student to perform a combined recital, please assign one student to complete this form.

Recitalist(s): _____ & _____

•Recital Date: ____/____/____ Recital Day: _____ Start Time: _____ End Time: _____

•Dress Rehearsal Date: ____/____/____ Day: _____ Start Time: _____ End Time: _____

•Hearing Date: _____ Time: _____ Location: _____
(Hearing date and time set by Department Chair and will be approximately 4 weeks prior to recital date.)

•Instructor's Signature (s): _____ & _____

•Accompanist's Signature: _____
(Recital Date available to accompanist?)

•Authorized by Department Chair: _____ (Signature of approval) Music Secretary _____ (Initials)

After obtaining all the above signatures, please bring this form to the Music Secretary.

Student Responsibility ✓ List:

- _____ Hearing information typed and copy submitted to music secretary. (Must be submitted **BEFORE** the day of your hearing.) Include song titles and full names of composers. Can be e-mailed to: holmess@bethelcollege.edu
- _____ Final program order, **TRANSLATIONS** and any program notes/changes submitted to music secretary. (**At least two weeks prior to recital**) (Please bear in mind that if you do not submit your recital information to the music office in a timely manner, we may not be able to provide you with a recital program.)
- _____ Sound form to Todd Lemons for special requests. (Forms available in the Music office)

Approximate expected attendance: _____ (Performance class students, teachers, friends, family & church family)

Will there be a Reception? Y N (Performers are responsible for planning the reception. The Music Department will provide a hostess/server. Reception information is available from the music secretary.)

Please list number of tables needed: 8' _____ Round _____ 4' _____

Evaluation FA 370

Circle the most appropriate evaluation for each category and briefly explain why.

1. The student is fulfilling all areas of his/her contract.
a. yes b. no

Explain:

2. The student's conduct, attitude, dress, standards, and musicianship reflect dedication to his/her work and shows respect for Christian values.
a. always b. usually c. sometimes d. rarely

Explain:

3. The student's attendance, diligence, and reliability are exemplary.
a. always b. usually c. sometimes d. rarely

Explain:

4. The student demonstrates confidence in himself/herself and others, emotional maturity, security, and an even temperament.
a. always b. usually c. sometimes d. rarely

Explain:

5. The student demonstrates energy, a sense of humor, flexibility, and cooperation.
a. always b. usually c. sometimes d. rarely

Explain:

6. The student has developed positive relationships with others.
a. yes b. no c. unsure

Explain:

7. The student is organized and shows evidence of careful preparation and planning.
a. yes b. no c. unsure

Explain:

8. The student displays adequate communication skills.
a. yes b. no c. unsure

Explain:

9. The student demonstrates appropriate knowledge and skill in music (i.e. conducting, rhythm, basic principles of correct singing or playing, theory, musicology).
a. always b. usually c. sometimes d. never

Explain:

10. Would you recommend this person for a career in this area of specialization?
a. yes b. no c. unsure

Explain:

MUSIC MAJORS AND MINORS

MUSIC DEGREES OFFERED

MAJORS

- **Music Education**
 - Choral & General
 - Instrumental & General
 - Choral, Instrumental & General

- **Music Performance**
 - Voice
 - Piano
 - Instrumental

MINORS

- **Music**

- **Church Music**

DEGREE WORKSHEETS

Use these pages to track your progress as you work toward your degree.