

# Outside Area Proposal for Master's Degree Students

Submit this form in one of these ways:

1. In any PDF reader, type entries into boxes on form, print, and deliver with the required signature to Music Graduate Office.

2. Print form, fill out by hand, and deliver with the required signature to Music Graduate Office.

*Please read the guidelines on the second page before completing this form.*

The master's outside area requirement may be satisfied in one of three ways:

- (1) 6 credit hours in one department of the Jacobs School of Music other than your major department, with approval of that department and the Director of Graduate Studies.
- (2) 6 credit hours in one department outside the Jacobs School of Music, with approval of that department and the Director of Graduate Studies in the Jacobs School of Music.
- (3) 6 credit hours within or outside the Jacobs School of Music, with approval of the Director of Graduate Studies. Courses must fit a specific theme or emphasis; a proposal is required. This option is called an "individualized outside area."

If you have questions, send an e-mail ([musgrad@indiana.edu](mailto:musgrad@indiana.edu)), call 855-1738, or visit the Music Graduate Office (Merrill Hall 011: Music Advising and Records Services).

Name \_\_\_\_\_ ID # \_\_\_\_\_

Major Field \_\_\_\_\_ Outside Area Requested \_\_\_\_\_

E-mail \_\_\_\_\_

### COURSES TO FULFILL OUTSIDE AREA

Subject-catalog #	Course title	Credit hours
-------------------	--------------	--------------

*(For an individualized outside area, please write a brief proposal on the back of this page.)*

### APPROVALS

Authorized departmental representative (department chair or graduate advisor):

Name (please type or print)	Signature	Date

Director of Graduate Studies or Graduate Advisor, Jacobs School of Music:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## GUIDELINES FOR MASTER'S OUTSIDE AREAS

1. It is strongly recommended that you obtain approval of your outside area before enrolling in outside area courses.
2. The student must meet the qualifications of the parallel graduate minor. Only courses that would fulfill the requirements for a minor in that area are acceptable.
3. The outside area may become a minor if at least 12 hours are taken in that field, and any other requirements for the specific minor are met.
4. For degrees in performance, the outside area may not be in performance, except that modern-instrument performers may elect an early-music outside area and vice versa. An outside area in performance, when allowed, requires study at the 800 level.
5. Courses that could count toward the major field are generally not eligible (for example, a student may not count "excess" performance study credits on the major toward an outside area): up to 6 credit hours may be taken in courses closely related to the major field only if they are not specifically required as part of the major. Courses which have traditionally been accepted include string pedagogy for string majors, string technology for string majors, harp pedagogy for harp majors, and opera workshop for voice majors.
6. An "individualized outside area" *must* be approved by the Director of Graduate Studies before the student enrolls in courses towards it.
7. Courses normally used to satisfy proficiencies or tool subjects are not eligible (such as M539, M541/542, T508, T509, T511, and piano classes). Ensemble and chamber music coaching are also not eligible. Graduate reading courses in foreign languages (under -491/-492 numbers) are also not eligible.
8. Courses must ordinarily be at the graduate level. Undergraduate courses at the 100 or 200 level are never eligible. Advanced undergraduate courses outside the Jacobs School of Music at the 300 or 400 level may be eligible if they satisfy a requirement for the undergraduate major in that subject.
9. Courses within the Jacobs School of Music used to satisfy outside area requirements must be taught by regularly appointed faculty members. Courses taught by associate instructors will not count.
10. Courses may be transferred from other institutions to qualify for the outside area. Such courses must meet the other requirements above and be officially accepted for transfer.
11. Refer to the *Jacobs School of Music Bulletin* for additional information.

If you are proposing an individualized outside area, please write a brief description here: