**Department of Music – Composition/Research Honors Project Guidelines**

Students may complete an honors project in music in several different areas or

combinations thereof: **composition**, culminating in a recital of original compositions;

**performance**, culminating in a solo recital accompanied by program notes; **research**,

culminating in a written thesis; or **hybrid**, honors project that combines research with either performance or composition. A hybrid research/performance honors project culminates in a half recital (30 minutes) coupled with a 25-40 page written thesis. Projects should represent high achievement within the undergraduate academic setting, on a par with the best undergraduate work at any academic institution. Honors projects that combine areas must meet the stated requirements for both the areas being combined. Students with an overall GPA of 3.5 or higher may submit a proposal for an honors project in music. The deadline for submission is March 1 of the junior year.

**Procedures to Submit Proposal for Composition/Research Honors**

1. In the first week of October and the first week of November a “Call for Proposals for Honors Projects” is sent to all junior music majors with a 3.5 GPA or above.
2. By January 15th of the Junior year, student should schedule a meeting with the Honors Coordinator to go over the Emory College Honors Program as it is fulfilled in the Music Department. In this meeting the student should have a general idea about the recital repertoire and composition portfolio contents and should have approached the faculty member(s) who will serve as the primary advisor(s) for the honors project. Artist Affiliates are not to be named primary advisors but may serve on the committee. The primary advisor(s) will need to agree to provide regular guidance and input to the student. In the case where the applied instructor is an artist affiliate, the primary advisor(s) and artist affiliate will work together in advising the student and assuring that appropriate deadlines are met. In every case the student should inform any faculty involved about the time and commitment required.
3. By March 1st of the Junior year, prospective honors students must submit a written proposal (detailed below) to the Honors Coordinator for distribution to the full faculty of the Music Department. **The Honors proposal must be signed by the primary advisor and artist affiliate, if applicable.** Faculty consideration of an honors proposal will be based on student eligibility, the merit of the proposed recital program, portfolio, or research project, and the faculty advisor’s assessment of the student’s work at that juncture. The music faculty will approve or deny the project by May 1. Approval is given based on the vote of the music faculty. Any changes of personnel, including primary faculty advisor or applied music instructor, will void approval of the proposed project. Once approved the student must meet with the Honors Coordinator and agree to meet all deadlines associated with the project. Composition/Research Honors students must schedule dates and times with the appropriate Schwartz Center staff, keeping in mind that all honors projects must be complete before the second week of April.

**For Composition/Research Honors**: Most hybrid projects culminate in a type of lecture/recital. The Proposal for Composition/Research Honors should include **1)** a Table of Contents of the portfolio, even if the works are as yet untitled or incomplete, with estimated timings for each work, **2)** a timeline that details when work on each composition will be completed and if a preliminary performance has been scheduled prior to the honors recital, **3)** a short paragraph describing each work, **5)** an articulation of the issues and ideas to be included in the thesis portion of the project, **6)** a listing of any proposed travel expense related to the research, **5)** a rehearsal schedule of the compositions, **6)** a listing of personnel required to perform the recital portion of the project, and **4)** a budget that details expenses such as fees for performers, costs of copying parts, and purchase of scores. Student may apply for funding assistance through other sources, such as the Friends of Music or the SIRE Research Program. Consult the departmental honors coordinator for more information.

**Honors Committee**

Once the Honors Proposal has been approved by the full faculty an Honors Committee will be chosen by the student in consultation with the Honor Coordinator. The committee shall be comprised of the full-time faculty honors advisor, one other regular faculty member from Music, and one faculty member from another department. An Artist affiliate can serve on the honors committee and vote as a fourth faculty member.

**Program Notes**

General guidelines are 300-500 words for each grouping or piece, including biographical,

formal, and subjective information. Guidelines for writing program notes are posted on

the Honors Canvas site and a session on writing program notes is provided by the Honors Coordinator prior to January 30th of the senior year. Seven weeks prior to the recital date the student should have written their program notes and have them signed by the primary advisor. The program notes must reach the full honors committee six weeks before the recital, giving committee members time to edit before the final version is due to the Schwartz Center. The committee must sign off on the program notes five weeks before the recital date. The Schwartz Center staff will provide detailed instructions and deadlines for submission as well. It is the responsibility of the student to meet all program deadlines – if deadlines are not met the recital may be cancelled. Program notes should be printed in two formats, one for insertion in the recital program to be passed out at the honors recital (responsibility of the student); and one in electronic format to be submitted to the Honors Program ETC system. Text translations for vocal or choral works may need to be dealt with in a different manner and may require permission to print – consult with the Honors Coordinator.

**Coursework**

1. All Composition/Research honors students will enroll in Mus495A for 3 credit hours. In the second semester of the composition honors project students will enroll in Half recital for 1 credit hour and Composition for 2 credit hours and may also enroll in Mus495B for 1-3 credit hours. Mus495A, Mus495B and Half Recital do not count toward the general requirements for the music major. All college rules for drop/add apply to these two courses.
2. In addition, the student must take one additional Category C course

offered within the Music Department during the junior or senior year. This course

may fulfill one of your two required general music electives.

**Oral Defense**

An oral defense of the honors project will be scheduled at the end of the senior year, no later than April 8. All committee members must be present. The committee will recommend the following to the College Honors Committee:

 **Highest Honors (*summa cum laude*):** completion of the program with

exceptional performance, together with an overall average of 3.50

 **High Honors (*magna cum laude*):** completion of the program with outstanding

 performance, together with an overall average of 3.50

 **Honors (*cum laude*):** satisfactory completion of the honors program, together

 with an overall average of 3.50

 **No Honors:** any part of the program is incomplete or unsatisfactory.

**Recital Hearing**

A recital hearing must be scheduled one month prior to the recital date. All committee members must be present at the hearing. The purpose of the hearing is to determine if the recital is sufficiently prepared to proceed.

**Satisfactory Progress**

The student’s honors committee retains the right to withdraw honors eligibility and/or cancel an honors project or recital at any time if the work is not progressing at a rate that insures successful completion of the program.

**Deadlines for Composition Honors Projectss**

February, junior year Ask faculty member to be potential advisor, meet to discuss

other possible committee members and to define the project, plan prospectus

March 1, junior year Proposal due to Music Department, include description of

project, outline, timeline. Must have advisor signature

May 1, junior year Proposal approval or denial, set date and location for project

Sept 30, senior year Honors committee selection completed. Specific dates for

committee meeting with student will be assigned

Oct 15, senior year First meeting with full committee to review progress with

scores, selection of musicians and other personnel, budget plan.

Oct or Nov, senior year Attend scheduled meeting about writing program notes

Jan 20, senior year Second meeting with full committee to review the final scores, parts for musicians, needs of other personnel, budget plan, rehearsal schedule and program notes

6 weeks prior to recital Program notes due to selected faculty readers

One month prior to recital Recital Hearing attended by ALL committee members must

 be completed. Complete run through of project. Final draft

of program notes. For projects with musicians from outside Emory, the recital hearing will be scheduled earlier

4 weeks prior to recital Program notes submitted to Schwartz Center staff (Lisa Baron)

2 weeks prior to recital Program draft made available to all committee members

March/April, senior year Performance complete. Committee to meet and assess

project

April 8, senior year Recital and oral examination completed

April 11, senior year College deadline for submission of honors project. All

 submissions will be made electronically

**Instructions for Electronic Submission of audio/video materials**

The performance will be recorded and the student will receive a CD, DVD, and an upload-ready electronic file of the recital. The conversion to an upload-ready electronic file is done by the Schwartz Center staff. In the event that the audio/video materials cannot be converted to an electronic format by the deadline, turn in a copy of the CD and DVD along with your exam report with their signatures of your committee members. The library staff will then make the electronic files later.

**Recording**

The recital must be professionally recorded. The honors student will arrange for the recording through the Schwartz Center staff. The student will receive one DVD and four CDs of the performance. Additional copies may be made by the student.

**Publicity**

All publicity for the performance must be reviewed and approved by your honors advisor.