

Department of Music – Composition 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 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 Director of Undergraduate Research 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 should have approached the faculty member who will serve as the primary advisor for the honors project. Artist Affiliates are not to be named primary advisors but may serve on the committee. The primary advisor will need to agree to provide regular guidance and input to the student. In the case of performance honors where the applied instructor is an artist affiliate, the primary advisor 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 February 15th of the Junior year, prospective honors students must submit a written proposal (detailed below) to the Director of Undergraduate Research for review and revision.
4. By March 1st of the Junior year, prospective honors students must re-submit their revised written proposal (detailed below) to the Director of Undergraduate Research 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 advising personnel, including primary faculty advisor or applied music instructor, will void approval of the proposed project. Modifications to program due to logistics or personnel may be approved by the major advisor and Director of Undergraduate Research. By October 1st of the senior year any changes to instrumentation and/or personnel must be finalized and approved by the major advisor. Once approved the student must meet with the Director of Undergraduate Research and agree to meet all deadlines associated with the project. Performance and Composition 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 Honors: The Proposal for Composition 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, and **4)** a budget that details expenses such as fees for performers, costs of copying parts, and purchase of scores. Students may apply for funding assistance through other sources, such as the Friends of Music or the SIRE Research Program. Consult the departmental Director of Undergraduate Research 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 Director of Undergraduate Research. 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 Director of Undergraduate Research 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 Director of Undergraduate Research.

Coursework

1. All Composition honors students will enroll in Mus495A for 3 credit hours. In the second semester of the composition honors project students will enroll in Full recital for 2 credit hours and Composition for 2 credit hours and may also enroll in Mus495B for 1-3 credit hours. Mus495A, Mus495B and Full 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 given 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 Projects

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 project	Proposal approval or denial, set date and location for
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 Baron)	Program notes submitted to Schwartz Center staff (Lisa
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.