



Faculty Approvals/Assessment Results Cheat Sheet For MM and DMA Events

Musicianship Exam Results

- **Who administers:** Perry Goldstein
- **When held:** During orientation week
- **When to provide results:** Results are to be sent in writing to the GPD and GPC via email by 12 noon the next day

Piano Proficiency Exam (Voice MM and DMA students)

- **Who administers:** Danny Beckwith
- **When held:** During orientation week
- **When to provide results:** Results are to be sent in writing to the GPD and GPC via email by 12 noon the next day; if student did not pass out of this requirement, the GPD and GPC will need to know if one or two semesters of MUS 509 is needed

Lecture Recital

- **Who approves:** The Lecture Recital advisor (performance teacher)
- **Form to use:** Lecture Recital Evaluation form
- **Where to find form:** The Faculty Resources section of the Music Department's website
- **When to submit:** Immediately after the Lecture Recital

Oral Exam/Prospectus/Program Notes

- **Who approves:** The Chair of the Final Recital Committee
- **Form to use:** Oral Exam Evaluation form
- **Where to find form:** The Faculty Resources section of the Music Department's website
- **When to submit:** Immediately after the Oral Exam

MM Graduation Recital

- **Who approves:** The student's performance teacher
- **Form to use:** MM Graduation Recital Approval form
- **Where to find form:** The Faculty Resources section of the Music Department's website
- **When to submit:** Immediately after the MM Graduation Recital

DMA Final Recital

- **Who approves:** The Final Recital Committee (all members)
- **Form to use:** Electronic Signature Page (initiated by the student)
- **Where to find form:** This form will be sent to you after the student initiates the page after their Final Recital. The order of signing is: Student, Advisor, Chair, Third Internal Member, Outside Evaluator
- **When to sign:** Immediately after receiving the signature page via email