Graduate and Professional Programs
APPLICATION for Master of Music
Applying for Admission

Application Steps for Music (MM) Applicants:

1. Complete the entire Graduate and Professional Programs Degree Seeking Application thoroughly. An incomplete application cannot be considered and will be returned to the applicant. Please note: the Commercial Music major admits students only for fall semesters, therefore, please indicate a fall start term if you are applying for the Master of Music in Commercial Music.
2. Submit the non-refundable application fee of $50. Checks or money orders should be made payable to Belmont University.
3. Submit a completed Graduate Studies Music Application Supplement.
4. Submit two recommendation forms (enclosed in this application packet) completed by individuals who know applicant’s musical and scholastic abilities.
5. Submit official transcripts, from all colleges and/or universities attended, even those from which transfer credits were received. For a transcript to be official, it may not be marked “Issued to Student” or have previously been opened. All official transcripts must be on file with the Office of Admissions before an admissions decision can be made. In addition, applicants with postsecondary course work from foreign institutions must have their transcripts evaluated by a foreign credential evaluation service such as, World Education Services (www.wes.org) or Joseph Silny & Associates (www.jsilny.com). The evaluation and all official transcripts must be submitted. Please allow 4-6 weeks for all official transcripts to be received.
6. Submit a one-page statement of your goals as a musician and how the goals will be furthered through graduate music study at Belmont University.
7. Submit a copy of a printed program from a junior and/or senior undergraduate recital.
8. Submit a complete college repertory list in your principal performing area.
9. Submit official test scores from the GRE General Test taken within the last five years.

International Applicants

1. International applicants whose native language is not English must demonstrate proficiency in the English language by submitting official TOEFL scores (required minimum of 550 PBT or 80 iBT) or by successful completion of ELS Language Center Level 112.
2. International applicants with college level course work from foreign institutions must have their transcripts evaluated by a credential evaluation service such as World Education Services (www.wes.org) or Joseph Silny & Associates (www.jsilny.com).
3. In order to be issued an I-20 for the desired entry term, international applicants must be admitted no later than October 1, March 1 or June 1 in order to enroll for the spring, summer or fall terms respectively.

Please send all application materials to:

Belmont University
Office of Admissions
1900 Belmont Blvd.
Nashville, TN 37212-3757
615.460.5434 Fax

Questions about your application and/or requirements should be directed to:

Belmont University
School of Music
1900 Belmont Blvd.
Nashville, TN 37212-3757
615.460.8117 Phone
ben.craine@belmont.edu

Applicants to MM in Commercial Music

Applicants to the MM in Commercial Music must submit a recording and scores, if media composition/arranging. This material must be submitted and approved prior to scheduling an interview and live audition. Details of the recording requirement are available online at (http://www.belmont.edu/music/degrees/music_graduate/mm_admission_audition).
Belmont University
Degree Seeking Application for Graduate and Professional Programs Admission

Applicant Information

Term for which you are applying  □ Fall  □ Spring  □ Summer  20____
Degree for which you are applying  Master of Music

Program for which you are applying (check one)
□ Church Music  □ Commercial Music (Fall Only)  □ Composition  □ Music Education  □ Pedagogy Keyboard
□ Pedagogy Instrumental  □ Pedagogy Voice  □ Performance Keyboard  □ Performance Instrumental  □ Performance Voice

If applying to Commercial Music, please choose a Track/Concentration:  □ Performance  □ Media Composition and Arranging

Have you previously applied for admission to a Graduate or Professional Program at Belmont University?  □ Yes  □ No
If yes, what program? ___________________________________________ for what term? ___________________________

Have you previously paid a $50 Graduate and Professional Programs application fee?  □ Yes  □ No

Have you previously attended Belmont University?  □ Yes  □ No  If yes, for what term? ___________________________

Personal Data

First Name __________________________________________  Middle Name __________________________  Last Name __________________________
Preferred First Name __________________________________________  Former Last Name (if any) __________________________
Soc. Sec. No. __________________________________________  E-mail Address __________________________

Mailing Address Line 1 __________________________________________
Mailing Address Line 2 __________________________________________
City __________________________________________  State/Province __________  Zip/Postal Code __________  Country __________________________
Home Phone (______) __________________________  Work Phone (______) __________________________  Cell Phone (______) __________________________

Please select your citizenship status  □ U.S. Citizen  □ Dual U.S. Citizen  □ Permanent U.S. Resident  □ Other
If you are not a U.S. Citizen, please fill out the International Supplement.

The following information is requested for statistical purposes only; completion is optional.

Birthdate (MM/DD/YYYY) __________________________  Gender  □ Male  □ Female

Are you a U.S. Armed Services Veteran?  □ Yes  □ No

Marital Status  □ Single  □ Married  □ Separated  □ Divorced  □ Remarried  □ Widowed

Religious Preference __________________________________________

Ethnic Background: Are you Hispanic or Latino?  □ Yes  □ No

Regardless of your answer to the prior question, please check one or more of the following groups in which you consider yourself to be a member.

□ American Indian or Alaskan Native  □ Asian  □ Black or African American  □ Native Hawaiian or Other Pacific Islander  □ White
Education Information

List the names and locations of all colleges/universities at which you have taken courses (including Belmont if you are a former student) and the degrees you have been awarded starting with the most recent. Please use the Additional Education Information Sheet, enclosed in this application packet, if needed. All official transcripts must be mailed directly to the Belmont University Office of Admissions from each institution, including Belmont if you are a former student. In addition, students with postsecondary course work from foreign institutions must have their transcripts evaluated by a foreign credential evaluation service such as World Education Services (www.wes.org) or Joseph Silny (www.jsilny.com).

Institution Attended 1

College/University Name ____________________________________________________________

City __________________________ State/Province __________ Country _________________

Date attended from (MM/DD/YYYY): ________ to: ________ GPA earned at this college (on a 4.00 scale): ________

Degree earned/expected ____________________________________ if no degree earned/expected, please leave blank

Institution Attended 2

College/University Name ____________________________________________________________

City __________________________ State/Province __________ Country _________________

Date attended from (MM/DD/YYYY): ________ to: ________ GPA earned at this college (on a 4.00 scale): ________

Degree earned/expected ____________________________________ if no degree earned/expected, please leave blank

Institution Attended 3

College/University Name ____________________________________________________________

City __________________________ State/Province __________ Country _________________

Date attended from (MM/DD/YYYY): ________ to: ________ GPA earned at this college (on a 4.00 scale): ________

Degree earned/expected ____________________________________ if no degree earned/expected, please leave blank

Employer Information (if applicable)

Are you a current Belmont employee?  o Yes  o No

Employer Name __________________________________________________________ Current Position ____________________________________________

Address ____________________________________________________________________

City __________________________ State/Province __________ Zip/Postal Code __________ Country _________________

Former Employer Name ______________________________________________________

Address ____________________________________________________________________

City __________________________ State/Province __________ Zip/Postal Code __________ Country _________________

In case of emergency, notify person listed below:

First Name __________________________ Last Name __________________________ Relationship __________________________

Address ____________________________________________________________________

City __________________________ State/Province __________ Zip/Postal Code __________ Country _________________

Phone (______) ____________________
Background Information

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal or expulsion from the institution.  

- Yes  
- No

Have you ever been adjudicated guilty or convicted of a misdemeanor, felony or other crime? (Note that you are not required to answer “yes” to this question, or provide an explanation, if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded or otherwise ordered by a court to be kept confidential.)  

- Yes  
- No

If you answered “yes” to either or both questions, please attach a separate sheet of paper that gives the approximate date of each incident, explains the circumstances and reflects on what you learned from the experience.

Note: Applicants are expected to immediately notify the institutions to which they are applying should there be any changes to the information requested in this application, including disciplinary history.

References

Please list the name and address of two persons who know you (professionally and/or academically) and are willing to address your ability, interest and motivation for pursuing this program. Give each person a recommendation form and instruct them to return it directly to the admissions office. Your application cannot be reviewed until all references have been received.

1. ______________________________________________________________________________________________________________________________________

2. ______________________________________________________________________________________________________________________________________

I certify that all information given is complete and accurate. I understand that my failure to provide complete and accurate information may result in dismissal from the university or other appropriate disciplinary action. If admitted to Belmont University, I agree to abide by the policies and provisions stipulated in the university catalog.

Signature of Applicant ___________________________ Date ___________________________

Belmont University is a Christian community. The university faculty, administration, and staff uphold Jesus as the Christ and as the measure for all things. As a community seeking to uphold Christian standards of morality, ethics and conduct, Belmont University holds high expectations of each person who chooses to join the community. In compliance with federal law, including provisions of Title IX of the Education Amendments of 1972, Sections 504 of the Rehabilitation Act of 1973, Belmont University does not discriminate on the basis of race, sex, color, national or ethnic origin, age, disability, military service, or sexual orientation in its administration of education policies, programs or activities; its admissions policies; or employment. Under federal law, the university may discriminate on the basis of religion in order to fulfill its purposes. The University has appointed the Associate Dean of Students to serve as the coordinator of compliance for Title VI and Title IX issues and questions for students. Inquiries or complaints should be directed to: Dr. Becky Spurlock, Associate Dean of Students, 615.460.6407 or becky.spurlock@belmont.edu.

Visit www.belmont.edu/prospectivestudents/graduate/ in order to confirm individual program requirements. Please forward all materials, including a $50 application fee, to: Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757, or fax to 615.460.5434.

How did you learn about Belmont University's Graduate and Professional Programs? (please check all that apply)

- Academic Advisor  
- Advertisement  
- Another College/University  
- Belmont Alumnus  
- Belmont Current Student  
- Belmont Faculty/Staff  
- College Fair  
- Employer  
- Friend  
- GRE  
- Internet  
- Letter or Email from Belmont  
- Professional Association  
- Publications  
- Other

Please provide names and/or details for the source checked above: ______________________________________________________________________________________________________________________________________
Belmont University
Additional Education Information

**Institution Attended 4**
College/University Name

City __________________________________ State/Province _______________________ Country ________________________

Date attended from (MM/DD/YYYY): ____________________ to: ____________________ GPA earned at this college (on a 4.00 scale): ________________

Degree earned/expected
__________________________________________ if no degree earned/expected, please leave blank

**Institution Attended 5**
College/University Name

City __________________________________ State/Province _______________________ Country ________________________

Date attended from (MM/DD/YYYY): ____________________ to: ____________________ GPA earned at this college (on a 4.00 scale): ________________

Degree earned/expected
__________________________________________ if no degree earned/expected, please leave blank

**Institution Attended 6**
College/University Name

City __________________________________ State/Province _______________________ Country ________________________

Date attended from (MM/DD/YYYY): ____________________ to: ____________________ GPA earned at this college (on a 4.00 scale): ________________

Degree earned/expected
__________________________________________ if no degree earned/expected, please leave blank

**Institution Attended 7**
College/University Name

City __________________________________ State/Province _______________________ Country ________________________

Date attended from (MM/DD/YYYY): ____________________ to: ____________________ GPA earned at this college (on a 4.00 scale): ________________

Degree earned/expected
__________________________________________ if no degree earned/expected, please leave blank
First Name ___________________________ Middle Name ___________________ Last Name ___________________________
Preferred First Name ___________________ Former Last Name (if any) ___________________________
Date of Birth (MM/DD/YYYY) ___________________________ E-mail ___________________________
Program for which you are applying ___________________________
Term for which you are applying  ❑ Fall  ❑ Spring  ❑ Summer 20____

List any non-U.S. countries of citizenship ___________________________

Place of birth ____________________________________________________________
City/Town ___________________ State/Province ___________________ Country ___________________

First language ____________________________________________________________

Primary language spoken at home _____________________________________________

If you are a Permanent U.S. Resident, list your Alien Registration # ___________________________

If you have another citizenship status, list your Visa Type _____________________________
Belmont University
Graduate School of Music Supplement

First Name ______________________ Middle Name ____________________ Last Name ____________________

Preferred First Name ______________ Former Last Name (if any) ______________________________________

Date of Birth (MM/DD/YYYY) __________________________ E-mail __________________________

Term for which you are applying  ❑ Fall    ❑ Spring    ❑ Summer      20____

If applying for classical Vocal Performance, have you applied for the Nashville Opera Association Fellowship?  ❑ Yes    ❑ No

Intended Principal Performing Area:

Students seeking a degree in Church Music or Music Education may indicate conducting as their primary graduate performing area.

Desired Culminating Project Track:

❑ Full Recital    ❑ Lecture Recital    ❑ Thesis/Project    ❑ Recording Project (Commercial Music Majors Only)

College or University from which you received an undergraduate music degree: __________________________

It is assumed that all students applying for the Master of Music degree have earned an undergraduate degree in music. Students wishing to pursue a MM degree without an undergraduate degree in music should contact the Director of Graduate Studies in the School of Music regarding requirements for undergraduate equivalency in music.

Degree and Major Completed: __________________________________________ Date Received (MM/DD/YYYY): __________________________

Did you perform an undergraduate recital?  ❑ Yes    ❑ No

List important musical experiences from undergraduate study (performances, major roles, honors, awards, etc.)

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Summarize music-related full- or part-time work experiences (teaching, church music, performing, etc.)

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Intent to Audition and Interview

It is my intent to audition and interview on (please check one):

See http://www.belmont.edu/music/degrees/music_graduate/mm_admission_audition for specific audition requirements for each major and area.

- November 9, 2013 - Spring 2014 Admission only (Classical Majors Only)
- January 24, 2014 - Fall 2014 Scholarship/Admission consideration (All Majors)
- February 14, 2014 - Fall 2014 Scholarship/Admission consideration (All Majors)
- February 28, 2014 - Fall 2014 Scholarship/Admission consideration (All Majors)
- In lieu of an audition, I am submitting a video of a lesson or rehearsal that provides evidence of my teaching ability and musicianship (for MM in Music Education, thesis track only).

Students auditioning for the classical majors are required to submit the graduate application and to request an audition date postmarked three weeks before the desired published auditions date.

Students auditioning for the Commercial Music major are required to submit the graduate application and pre-audition recording (and scores, if media composition/arranging) postmarked no later than one month before the desired published audition date.

Please see the web site or contact the School of Music for further details.

I will audition in the following area:

- Voice
- Instrument
- Keyboard
- Composition (Must submit scores and accompanying CD/MP3 recordings)
- Conducting (Consultation with the Director of Graduate Studies in Music is required prior to audition)
- Media Composition and Arranging (Commercial Music Majors only)

Voice type (if auditioning in Voice):

Instrument (if auditioning in Instrument):

Accompanists are provided and required for vocal auditions only.

Graduate Entry Examinations must be taken immediately prior to the beginning of coursework at Belmont.
Belmont University
Graduate and Professional Programs Recommendation Form

This section to be completed by the applicant

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**Note to Candidate:**
Please enter your name above and deliver one copy of this form to two individuals who will provide you with a recommendation. Under the Family Educational Rights and Privacy Act of 1974, students enrolled at Belmont University have access to their educational records, including letters of evaluation. However, students may waive their right to see letters of evaluation, in which case the letters will be held in confidence. If the applicant has not signed the waiver below, he or she may request to see the recommendation forms after enrolling at Belmont University.

I hereby [ ] waive [ ] do not waive my right of access to this document should I matriculate to Belmont University.

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<th>Signature</th>
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Term for which you are applying

- [ ] Fall
- [ ] Spring
- [ ] Summer
- 20____

Degree for which you are applying

Program for which you are applying

Program Track/Concentration

This section to be completed by the evaluator

You are completing a recommendation for an applicant to a graduate or professional program at Belmont University. Your assessment is very important to the Admissions Committee, and we greatly appreciate the time and effort on your part in giving us your appraisal of this candidate.

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<th>Name</th>
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How long have you known this applicant?

In what capacity do you know this applicant?

*For any of the following questions, attach additional sheet if necessary.

Is there any aspect of this applicant’s background that might interfere with successful completion of their graduate study?

- [ ] Yes  [ ] No  If yes, please specify:

- [ ]
- [ ]
- [ ]
- [ ]

Please describe those qualifications, traits, or accomplishments you feel are significant in demonstrating the applicant’s ability to complete the program to which he or she is applying:

- [ ]
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In what areas do you think the candidate needs the most improvement?

____________________________________________________________________
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How well do you think the applicant has considered plans for graduate study?

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How well do you think the applicant will perform in an environment that stresses a high degree of teamwork, independent thought and action, and personal motivation?

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<th>Average (Middle 1/2)</th>
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Please complete this section ONLY IF YOU ARE EVALUATING AN APPLICANT FOR GRADUATE STUDY IN MUSIC:

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In regards to this student’s application to graduate study at Belmont University:

☑ Highly Recommend ☐ Recommend ☐ Recommend with Reservation ☐ Do Not Recommend

You may attach any additional comments you feel would help us in assessing this applicant. Please forward this form to:

Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757 or fax to 615.460.5434.

Signature __________________________ Date __________________________
Belmont University
Graduate and Professional Programs Recommendation Form

This section to be completed by the applicant

First Name ___________________________________ Middle Name ______________________ Last Name ______________________
Preferred First Name ______________ Former Last Name (if any) _____________________
Date of Birth (MM/DD/YYYY) ______________________ E-mail ______________________

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Name ___________________________________ Current Occupation ______________________
Current Employer/Organization ______________________________________________________
Address _______________________________________________________________________
City ___________________ State/Province ___________ Zip/Postal Code ________________
Phone (_______) ______________ Email ______________________

How long have you known this applicant? _______________________________________________________________________
In what capacity do you know this applicant? _______________________________________________________________________

*For any of the following questions, attach additional sheet if necessary.

Is there any aspect of this applicant’s background that might interfere with successful completion of their graduate study?

☐ Yes ☐ No If yes, please specify: _______________________________________________________________________
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Please describe those qualifications, traits, or accomplishments you feel are significant in demonstrating the applicant’s ability to complete the program to which he or she is applying: _______________________________________________________________________
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<td>Motivation and organization</td>
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<td>Ethical behavior</td>
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<td>Problem solving</td>
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<td>Intellectual ability</td>
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<td>Ability and propensity to talk in class</td>
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Please complete this section ONLY IF YOU ARE EVALUATING AN APPLICANT FOR GRADUATE STUDY IN MUSIC:

|                                |                       |                       |                         |                      |                             |                 |
| Music performance ability      |                      |                       |                         |                      |                             |                 |
| Knowledge of music history and theory |                      |                       |                         |                      |                             |                 |
| Aural skills                   |                      |                       |                         |                      |                             |                 |

In regards to this student’s application to graduate study at Belmont University:

- Highly Recommend
- Recommend
- Recommend with Reservation
- Do Not Recommend

You may attach any additional comments you feel would help us in assessing this applicant. Please forward this form to:
Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757 or fax to 615.460.5434.

Signature ______________________________________________________________________ Date _______________________________________________________________________
Belmont University
Graduate and Professional Programs Application Fee Form

First Name ___________________________ Middle Name ___________________________ Last Name ___________________________

Preferred First Name ______________________ Former Last Name (if any) ______________________

Date of Birth (MM/DD/YYYY) _____________________________________ E-mail __________________________

Program for which you are applying __________________________

Term for which you are applying  ☐ Fall  ☐ Spring  ☐ Summer  20____

Instructions: The $50 non-refundable application fee may be paid by check, money order or credit card. Check or money orders should be made payable to Belmont University.

Please indicate your method of payment:

☐ Check (Payable to Belmont University)  ☐ Money Order (Payable to Belmont University)

☐ VISA  ☐ MasterCard  ☐ Discover  ☐ American Express

If you are paying by credit card, complete the credit card authorization below

Card Number: ___________________________ Expiration Date (MM/YYYY): ___________________________

Amount to be charged: $50

Cardholder’s Name ____________________________________________________________

Cardholder’s Signature _________________________________________________________
Belmont University does not discriminate on the basis of race, sex, color, national or ethnic origin, age, disability, military service or sexual orientation.