

Comprehensive Oral Examination Information

Policy:

All candidates within the graduate music program must pass a comprehensive oral (viva voce) examination. The students will be given a maximum of two attempts in order to pass this examination before being eligible for graduation. Candidates who fail to pass the comprehensive oral examination upon the first try may appeal for re-examination. The re-examination will be administered during the semester following the first attempt. Failure to pass the required comprehensive oral examination upon the second attempt shall prevent the student from being eligible for graduation.

Instructions:

1. Constructing your committee
 - a. Your committee must consist of at least 3 graduate faculty members. For a list of graduate faculty, see the most recent Graduate Catalog.
 - b. Configuration of your committee should include 1 member from your area of specialization (who is the chair of your committee), and at least 1 from either history or theory.

2. Contacting your committee members
 - a. Contact your committee members to schedule your examination date. This exam date must be no fewer 10 days prior to graduation. (To avoid missing this deadline, you are encouraged to schedule the exam no fewer than 3 weeks prior to the last day of the semester.) For deadline information, go to:
http://www.gradcollege.txstate.edu/Thes-Diss_Info/T-D_Deadlines.html.
 - b. Obtain the signatures of your committee members on the attached form.
 - c. Contact Ben Felts in Music 101 to schedule a room for your exam. Obtain his signature on the attached form.
 - d. Turn in the attached form, with all required signatures, to the Director of Graduate Studies in Music at least 3 weeks prior to your examination date.

3. Preparing for the examination
 - a. The purpose of the examination is to test your knowledge of your field of study.
 - b. This oral exam will include questions concerning: your specific field of study, music theory, musical concepts and styles, music history and literature, as well as music research methods. For clarification, or additional questions concerning exam preparation, please consult your committee members.

Date: _____

Oral Examination Scheduling Form

This form must be submitted to the Director of Graduate Studies in Music at least 3 weeks prior to your scheduled examination date. Please consult the policy regarding committee membership found on the next page.

Student's information:

Name: _____

Degree/Major: _____

Student ID Number: _____ Email address: _____

Committee Members:

Committee Chair: _____
Committee Chair Signature: _____
Area: _____

Faculty Member: _____
Faculty Member Signature: _____
Area: _____

Faculty Member: _____
Faculty Member Signature: _____
Area: _____

Examination date: _____ Examination Time: _____

Examination location as approved by Ben Felts: _____

Ben Felts's signature: _____ Date: _____