

College of Fine Arts

School of Music

<http://www.bsu.edu/music/>

For additional information, please contact:

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or

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School of Music
Ball State University
Muncie, IN 47306

765/285-5502

APPLICATION FOR GRADUATE AWARD

Application for a Graduate Award

Assistantships:

A number of master's, artist diploma, and doctoral assistantships are available each year to students in the School of Music. There are full-time and half-time assistantships. Full-time assistants are assigned 20 hours of work per week; half-time assistants, 10 hours. Full-time assistants receive a stipend for the academic year, remission of the graduate course fee and the contingent portion of the general fee. Half-time assistants receive a half stipend and a waiver of one-half of the contingent fee. Often there are a limited number of tuition waiver awards available as well. For these awards the students are assigned 10 hours of work per week and receive remission of the graduate course fee and the contingent portion of the general fee, but no stipend. Students holding the assistantship for an entire academic year are given an equivalent tuition waiver for the following summer. Assistants pay the dedicated fee, health fee (when applicable), technology fee, recreation fee, workshop fee, and the applied music fee (when applicable). The tuition waiver is limited to 12 credit hours per semester and 3 credit hours per summer term. The tuition waiver does not include undergraduate courses.

Assistants are given teaching, performance, and administrative duties that supplement the work of the faculty of the School of Music. Master's and Artist Diploma assistantships are renewable for a second year; doctoral assistantships for up to three years. When students hold the assistantship for two programs of study, the total number of years on the award usually is limited to four.

Assistants are not granted on the basis of the student's financial need. Information concerning the availability of need-based financial aid in the form of government-subsidized student loans is available from Ball State University's Office of Scholarships and Financial Aid (765/285-5600).

Instructions for Assistantship Applicants

1. Select up to five work areas from the list below for which you wish to be given consideration for a graduate assistantship. Your letter of introduction to the Graduate Music Coordinator should contain a statement about your qualifications for the work areas that you have selected. Usually you will select work areas in which you have had prior experience. However, you may select an area where you may have limited or no experience, yet you believe you have considerable potential for success.
2. Your letters of reference should speak to your experiences and successes in the work areas for which you are qualified. If it is likely that your letters will not include such references, then please send the names and phone numbers of referents who are familiar with and competent to evaluate your skills.
3. Plan to visit Ball State University to perform for and/or interview with faculty supervisors in the work areas selected. Faculty supervisors are reluctant to recommend candidates for positions of responsibility unless they have had an opportunity to meet and evaluate those candidates. If possible, send this form (and your other applications materials) to the Graduate Music Coordinator well in advance of your visit to our campus.
4. Students interested in teaching music appreciation or music theory must take the entrance tests before March 15; all other students should plan to do so when they visit campus, but no later than two weeks before classes begin for the upcoming semester.

Area assistant:

- music education
- music history/musicology
- music theory/composition
- band conducting
- choral conducting
- orchestra conducting
- jazz ensemble conducting
- entertainment arts conducting
- electronic music studio
- computer lab supervisor
(both Mac and PC)
- concert/recital recording
technician
- web and social networking
design and monitoring

Classroom teacher of:

- music appreciation
- music theory
- electronic music, acoustics
- jazz studies
- commercial arranging
- piano lab (group piano)
- ear-training/sight-singing
(basic piano and singing skills
are required)
- music education methods
(usually limited to certified,
experienced teachers)

Accompanying:

- studio/recital accompanist
- choral accompanist
- dance accompanist
- opera coach
- harpsichord

Studio teacher of:

- voice
- flute
- oboe
- clarinet
- bassoon
- saxophone
- trumpet
- horn
- trombone
- low brass
- percussion
- violin
- viola
- cello
- double bass
- harp
- guitar
- piano
- organ

Name _____ Date _____

Preferred phone _____ email address _____