

Welcome UO Graduate Students

WELCOME!

Welcome to the graduate program at the University of Oregon School of Music and Dance. We are so glad that you will be joining our community.

ORIENTATION

Orientation for music graduate students includes Graduate Entrance Exams (GEE), meetings, orientation sessions, auditions for studio and ensemble placement, advising sessions, and more.

The **Division of Graduate Studies** also has orientation for new graduate students and for new GEs. For more information, please check for email communications from them on how to access the online orientation.

International Student and Scholar Services has orientation for new international students. Please look for communications from their office about how they will conduct their orientation sessions.

GRADUATE ENTRANCE EXAMS IN MUSIC THEORY AND HISTORY

The Graduate Entrance Exams (GEE) are mandatory for all incoming music graduate students. Exam results will be available by the end of WOW. The outcome of these exams determines whether graduate music students may register for graduate-level music history and theory courses or if subsequent courses will be required to meet the GEE proficiency requirement. These examinations are administered before each fall term during Week of Welcome. All students are required to either pass the GEE or pass required remedial coursework in order to meet the GEE proficiency requirement. Students who fail to pass the GEE or pass required remedial undergraduate coursework by the end of Fall term in their second year will be dismissed from the program.

Students who fail the GEE in **Music Theory** and/or **Aural Skills** (i.e., earn a score of less than 70%) will be required to take either the undergraduate theory placement exam, the undergraduate aural skills placement exam, or both. Based on the results of the placement exam(s), students will be required to take the appropriate undergraduate music theory and/or aural skills courses in order to meet the GEE proficiency level.

Students scoring between 50–69% on the **Music History** portion of the GEE will be required to take an additional music history survey course from the MUS 660–665 series (in addition to any MUS 660–665 courses required for the degree). Based on the test results and demonstrated areas of weakness, the musicology faculty will determine one to two of the survey courses to be taken by the student. Students scoring below 50% on the Music History portion of the Graduate Entrance Exam will be required to take MUS 267, 268, and 269.

STUDY GUIDE FOR GRADUATE ENTRANCE EXAM

ADVISING & REGISTRATION

All incoming graduate students are required to attend their assigned Orientation & Academic Advising session.

- Monday, September 19th, 1:00PM - 2:30 PM, Room 150: All incoming master's students in Musicology, Music Theory, Music Education, Composition, IMT
- Monday, September 19th, 3:00PM - 4:30 PM, Room 150: All incoming doctoral students (all areas)
- Wednesday, September 21st, 10:30AM - 12:00 PM, Room 163: All incoming master's students in Performance, Jazz Studies, Conducting, and the Graduate Certificate

Students will work with the Graduate Advisor and their faculty advisors to determine what courses to take based on requirements for the degree. If you are a performance major, your studio instructor will be your faculty advisor. For all other areas, check with your area chair to determine who your faculty advisor will be. Please note that many of our faculty are not on staff during the summer and may not respond immediately.

Fall classes begin September 27th. The last day to add a class is October 3rd, and the last day to drop a class without a “W” is October 1st. We strongly recommend that new students wait until they have received results from the Graduate Entrance Exams and studio and ensemble placement auditions to decide the exact courses to register for in Fall term. However, if you are required to take MUS 611 Research Methods, we recommend that you register for this class sooner rather than later since it tends to fill up quickly.

The UO academic calendar is on the quarter system, so you will register for classes three times each year (fall, winter, and spring terms). For graduate students, a full-time load is between 9 and 16 credits. Graduate-level music courses carry the prefixes MUS, MUJ (jazz), MUE (education), or MUP (performance) and are at the 500 or 600 level. MUP 700s are doctoral-level performance studio lessons. **Do not register for 100-, 200-, 300-, or 400-level courses unless you have been instructed by the Music Graduate Office to do so!**

GEs: To meet the GE enrollment requirement, you must register for at least 9 graduate-level credits (500-700) each term.

To view degree requirements, please look over the degree checklist for your program:

- **SPECIALIZATIONS (AVAILABLE TO SOMD GRADUATE STUDENTS IN ANY DEGREE PROGRAM)**
- **PERFORMANCE CERTIFICATE CHECKLIST**
- **MUSIC MASTER’S DEGREE CHECKLISTS**
- **MUSIC DOCTORAL DEGREE CHECKLISTS**

The University of Oregon has minimum enrollment policies for graduate students, and specific requirements for doctoral students and GEs. Please review these policies on the [UO Division of Graduate Studies website](#).

YOUR UO ID NUMBER AND PAC

By now, you should have received admission information from the UO Office of Admissions that includes your UO ID number (a 9-digit number that begins 95x-xx-xxxx) and a PAC (Personal Access Code). These two items will allow you to log on to DuckWeb. If you did not receive this notification, please contact the UO Office of the Registrar at registrar@uoregon.edu.

DUCKWEB

The DuckWeb login website is:

<https://duckweb.uoregon.edu/pls/prod/twbkwbis.P WWWLogin>

For first-time users:

Use the UO ID and initial PAC provided to you by the University of Oregon. When you log onto DuckWeb for the first time, you will be prompted to select a new PAC and activate a security question that will help you manage your DuckWeb account. Once you've logged in, take some time to look at all of the features.

As a student, you will use DuckWeb to:

- Update your mailing address
- Check your student billing account
- Register for classes
- View grades

COMPUTERS & E-MAIL

Each UO student is given a *uoregon.edu* email address. **Please note: Email is the official form of communication from the University and the Music Graduate Office. It is mandatory that all UO students use the UO email account provided for them.**

Information about setting up your UO email is on the [UO Information Technology website](#).

A RECAP:

Your **UO ID** is a 9-digit number that you must use to log onto DuckWeb. Your **Duck ID** is your e-mail username (what comes before the @) and is used for email, Canvas, and Wi-Fi connection).

UO ID CARD

At the University of Oregon, the UO ID card is the official identification card for students, faculty, and staff. You will use it to check out books at the library, gain access to the student rec center, pay for printing in the library and computer lab, and ride free on LTD buses.

Uploading your photo is now required for your new ID card, as the ID Card Office has suspended taking in-office photos. Please follow the instructions on this website to upload your photo and obtain your card: <https://emu.uoregon.edu/get-your-card>

SOMD Access Codes

All music majors will be issued a personal code to gain access to music classrooms and practice room suites. Access codes will be issued via email to students with valid UO e-mail addresses. If for some reason you do not receive your code by Tuesday, September 27th, or you experience usage problems, please contact Steve Dunn (sdunn10@uoregon.edu, room 121G).

Key Authorization

Student keys and codes may be issued for practice, work-study, and special study projects. Forms for keys to SOMD rooms may be obtained at the Reception Desk.

Temporary checkout keys are available at the Reception Desk. In exchange for all borrowed keys, students are required to leave a piece of identification at the desk. Some rooms require authorization for checkout. Access to faculty offices require written permission in advance, sent to the Reception Desk.

Lockers

All music majors and minors, and non-music UO students who are enrolled in an ensemble or lessons for the current term are eligible to reserve a locker, sized appropriate to instrument, within the Music building. Locker sign-up begins during Week of Welcome and will take place in the Bailey Lounge. An \$8 locker use fee will be charged per term to students' UO account. Locks will be provided; non-SOMD locks are not allowed and will be removed. Lockers are not to be used for food storage. Priority sign-up will be given to students who have locker access needs due to disability. For additional information about SOMD locker use, please see the SOMD Locker Rental webpage <https://music.uoregon.edu/locker-rental>.

Please make sure valuables (particularly instruments and computers) are insured. Most homeowner and renter insurance covers personal items away from home but double check with your insurance agent.

Music Student ID Cards

Music Student ID cards are available during Week of Welcome from the Graduate and Undergraduate Offices. These cards, which are distributed to undergraduate and graduate students majoring in music, allow free or reduced admission to SOMD concerts and are required when reserving practice rooms. Students must validate their card each year by requesting a current sticker from the SOMD front desk. To do so, students must present a copy of their current class schedule printed from DuckWeb with the "name on" (a print option within DuckWeb).

Photocopying and Printing

There are computers and a printer services in the Kammerer Computer Lab in Room 105 for music student use. Students may print in the lab by paying with Campus Cash from their UO ID card. The Campus Copy Center in the EMU (Erb Memorial Union) can print large orders and has self-service copiers available. The University Library and UO Bookstore have campus cash operated copiers. Other copy centers are located near campus on 13th Avenue.

Practice Rooms

Current music majors, minors and those currently registered for music performance classes [MUP] or a music ensemble may reserve up to ten hours per week in designated practice rooms located throughout the Music building. To reserve practice rooms, students must present a current SOMD ID card (if applicable) and a class schedule with your name printed on it (an option within DuckWeb). Reserved practice room hours apply for a full term. Students may sign-up to reserve practice room hours at the beginning of each term.

Students are not to use practice rooms for private teaching. **It is illegal to give private lessons in the Music building if they are not part of the University curriculum** or an established University program. Piano, harp, organ, string bass, and percussion students have special locked practice rooms and are issued keys.

Proximity Access ("Prox" Cards)

Proximity access will automatically be added to your UO ID card on the first day of classes (Tuesday, September 27th). If you have not obtained your student ID by this date you will have to contact Steve Dunn in the Facilities Office to receive access (sdunn10@uoregon.edu, 121G). During Week of Welcome, the building will be open from 7:30 a.m. to 8:00 p.m.

Welcome to the SOMD!

We're Glad You're Here

Claim your UO ID and PAC

By now, you should have received admission information from the UO Office of Admissions that includes your UO ID number (a 9-digit number that begins 95x-xx-xxxx) and a PAC (Personal Access Code). These two items will allow you to log on to DuckWeb. If you did not receive this notification, please contact the UO Office of the Registrar at registrar@uoregon.edu

Get Your UO ID Card

At the University of Oregon, the UO ID card is the official identification card for students, faculty, and staff. You will use it to check out books at the library, gain access to the student rec center, pay for printing in the library and computer lab, and ride free on LTD buses. Uploading your photo is now required for your new ID card, as the ID Card Office has suspended taking in-office photos. Please follow the instructions on this website to upload your photo and obtain your card: <https://emu.uoregon.edu/get-your-card>

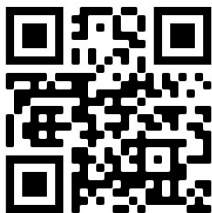
Haven't Received Prox Access by Sept. 27th?

Contact the Facilities Director: sdunn10@uoregon.edu

Incoming GE?

Email Jim in accounting (SOMDaccounting@uoregon.edu) to make sure all of your payroll documentation is complete. Then contact the Facilities Director (sdunn10@uoregon.edu) for your GE office and key

Need Help? Sign Up For Graduate Advising!



<https://calendly.com/gradmus>

Attend WOW Events

Including Graduate Entrance Exams, orientations, and meetings with GE supervisors and individual areas
<https://music.uoregon.edu/wow>

Register for Classes via DuckWeb!

For first-time users:
Use the UO ID and initial PAC provided to you by the University of Oregon. When you log onto DuckWeb for the first time, you will be prompted to select a new PAC and activate a security question that will help you manage your DuckWeb account.

Have a question? Email
gradmus@uoregon.edu

UO & SOMD Resources

- UO Division of Graduate Studies <https://graduatestudies.uoregon.edu/>
- SOMD Website <https://music.uoregon.edu/>
- Info for Music Graduate Students <https://music.uoregon.edu/current-students/info-graduate-music-students>
 - Grad advising
 - SOMD graduate music policies and procedures
 - Petitions & Forms
 - Course Projection sheet
 - Degree checklists
 - GE resources
 - and more!
- COVID-19 safety resources <https://coronavirus.uoregon.edu/>
- SOMD Committee for Equity and Inclusion <https://music.uoregon.edu/somd-committee-equity-and-inclusion-initiatives>
- SOMD events calendar <https://music.uoregon.edu/events>
- DuckWeb https://duckweb.uoregon.edu/duckweb/twbkwbis.P_WWWLogin
- Canvas <http://canvas.uoregon.edu>
- Teaching Support and Innovation <https://teaching.uoregon.edu/>
- UO Accessible Education Center <https://aec.uoregon.edu/>
- Student Conflict Resolution Center <https://scrc.uoregon.edu/>
- University Health Services <https://health.uoregon.edu/>
- University Counseling Services <https://counseling.uoregon.edu/>
- Help for victims and survivors of sexual assault <https://safe.uoregon.edu/>
- Report a concern https://www.uoregon.edu/reportaconcern?utm_source=banner-module&utm_campaign=banner
- Graduate Teaching Fellows Federation (GE union) <http://gtff3544.net/>

Protecting Your Neuromusculoskeletal Health

An NASM – PAMA Student Information Sheet

- Neuromusculoskeletal health is essential to your lifelong success as a musician.
- Practicing and performing music is physically demanding.
- Musicians are susceptible to numerous neuromusculoskeletal disorders.
- Some musculoskeletal disorders are related to behavior; others are genetic; still others are the result of trauma or injury. Some genetic conditions can increase a person's risk of developing certain behavior-related neuromusculoskeletal disorders.
- Many neuromusculoskeletal disorders and conditions are preventable and/or treatable.
- Sufficient physical and musical warm-up time is important.
- Proper body alignment and correct physical technique are essential.
- Regular breaks during practice and rehearsal are vital in order to prevent undue physical stress and strain.
- It is important to set a reasonable limit on the amount of time that you will practice in a day.
- Avoid sudden increases in practice times.
- Know your body and its limits, and avoid "overdoing it."
- Maintain healthy habits. Safeguard your physical and mental health.
- Day-to-day decisions can impact your neuromusculoskeletal health, both now and in the future. Since muscle and joint strains and a myriad of other injuries can occur in and out of school, you also need to learn more and take care of your own neuromusculoskeletal health on a daily basis, particularly with regard to your performing medium and area of specialization.
- If you are concerned about your personal neuromusculoskeletal health, talk with a medical professional.
- If you are concerned about your neuromusculoskeletal health in relationship to your program of study, consult the appropriate contact person at your institution.
- This information is provided by the National Association of Schools of Music (NASM) and the Performing Arts Medicine Association (PAMA). For more information, check out the other NASM-PAMA neuromusculoskeletal health documents, located on the NASM Web site at the URL linked below.
<https://nasm.arts-accredit.org/publications/brochures-advisories/nasm-pama-nms-vocal-health/>
- See also the NASM/PAMA Student Information Sheet on "Protecting Your Vocal Health." Vocal health is an aspect of neuromusculoskeletal health.

Protecting Your Vocal Health

An NASM – PAMA Student Information Sheet

- Vocal health is important for all musicians and essential to lifelong success for singers.
- Understanding basic care of the voice is essential for musicians who speak, sing, and rehearse or teach others.
- Practicing, rehearsing, and performing music is physically demanding.
- Musicians are susceptible to numerous vocal disorders.
- Many vocal disorders and conditions are preventable and/or treatable.
- Sufficient warm-up time is important.
- Begin warming up mid-range, and then slowly work outward to vocal pitch extremes.
- Proper alignment, adequate breath support, and correct physical technique are essential.
- Regular breaks during practice and rehearsal are vital in order to prevent undue physical or vocal stress and strain.
- It is important to set a reasonable limit on the amount of time that you will practice in a day.
- Avoid sudden increases in practice times.
- Know your voice and its limits, and avoid overdoing it or misusing it.
- Maintain healthy habits. Safeguard your physical and mental health.
- Drink plenty of water in order to keep your vocal folds adequately lubricated. Limit your use of alcohol, and avoid smoking.
- Day-to-day decisions can impact your vocal health, both now and in the future. Since vocal strain and a myriad of other injuries can occur in and out of school, you also need to learn more and take care of your own vocal health on a daily basis. Avoid shouting, screaming, or other strenuous vocal use.
- If you are concerned about your personal vocal health, talk with a medical professional.
- If you are concerned about your vocal health in relationship to your program of study, consult the appropriate contact person at your institution.
- This information is provided by the National Association of Schools of Music (NASM) and the Performing Arts Medicine Association (PAMA). For more information, check out the other NASM-PAMA neuromusculoskeletal health documents, located on the NASM Web site at the URL linked below.
<https://nasm.arts-accredit.org/publications/brochures-advisories/nasm-pama-nms-vocal-health/>
- See also the NASM/PAMA Student Information Sheet on “Protecting Your Neuromusculoskeletal Health.” Vocal health is an aspect of neuromusculoskeletal health.



University Health Services

Resources

University Health Services is committed to providing comprehensive, high-quality care for all UO students.

University Health Services

Nurse Advice Line

541-346-2770

Log in to
myUOHealth

Manage your on-campus health needs and forms 24/7, with the myUOHealth student portal.

Mental Health Resources

[After-Hours Crisis Support \(https://counseling.uoregon.edu/crisis-support\)](https://counseling.uoregon.edu/crisis-support)

[Counseling Services \(https://counseling.uoregon.edu\)](https://counseling.uoregon.edu)

[Stress Management Services \(https://health.uoregon.edu/mental-health#stress-management\)](https://health.uoregon.edu/mental-health#stress-management)

[Duck Nest \(https://health.uoregon.edu/ducknest\)](https://health.uoregon.edu/ducknest)

[Suicide Prevention \(https://counseling.uoregon.edu/suicidal-ideation\)](https://counseling.uoregon.edu/suicidal-ideation)

[SAFE \(https://safe.uoregon.edu\)](https://safe.uoregon.edu)

Support for AAPI Students, Staff, and Faculty Regarding Recent Attacks on AAPI Community

University Health Services join the rest of the University of Oregon community in expressing our empathy and solidarity with the Asian, Asian American, and Pacific Islander communities in the face of violence and discrimination both nationally and across the world. Since the start of the pandemic, we have witnessed an alarming increase in acts of anti-Asian violence, harassment, and xenophobia. These recent incidents compound the historic and systemic discrimination experienced by AAPI communities. Such acts of hate can greatly impact the mental health and well-being of our communities. As such, University Health Services is committed to offering support to AAPI students, faculty, staff, and student organizations in the efforts to dismantle anti-Asian racism.

If you are in distress, please know that we are here to help. Students are welcome to utilize University Counseling Services and/or the after-hour support and crisis line by calling 541-346-3227. We also encourage our students to drop in and use [Let's Talk \(https://counseling.uoregon.edu/letstalk\)](https://counseling.uoregon.edu/letstalk). Additionally, we collaborate on presentations and

workshops with student organizations and our campus partners. If you would like to collaborate with Counseling Services, [submit a request \(https://counseling.uoregon.edu/outreach\)](https://counseling.uoregon.edu/outreach).

Sincerely,

Deb Beck

Executive Director of University Health Services

Working Side-by-Side

We collaborate with numerous campus partners to provide inclusive services and support to our students who have a variety of needs.

[Counseling Services](https://counseling.uoregon.edu/)
(<https://counseling.uoregon.edu/>)

[LGBTQA3 \(http://dos.uoregon.edu/lgbt/\)](http://dos.uoregon.edu/lgbt/)

[Office of the Dean of Students](https://dos.uoregon.edu/)
(<https://dos.uoregon.edu/>)

[Orientation Programs](http://orientation.uoregon.edu/)
(http://orientation.uoregon.edu)

[Duck Nest](https://health.uoregon.edu/ducknest)
(<https://health.uoregon.edu/ducknest>)

[Department of Physical Education and Recreation \(https://uorec.uoregon.edu/\)](https://uorec.uoregon.edu/)

[University Housing](https://housing.uoregon.edu/)
(<https://housing.uoregon.edu/>)

[Teaching and Learning Center | Accessible Education Center \(https://tlc.uoregon.edu/\)](https://tlc.uoregon.edu/)

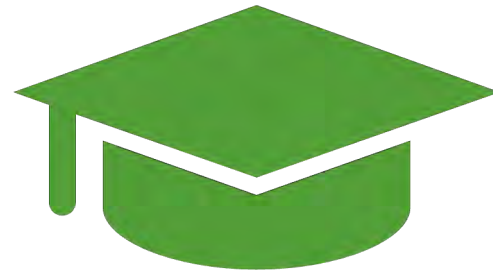
Resources | University Health Services

Contact Us

University Health Services
1590 E 13th Ave
Eugene , OR 97403
University Health Services Building

P: 541-346-2770 F: 844-965-9250

New Graduate Student Orientation



Fall 2022

COVID-19 Resources, Rules, Regulations

<https://coronavirus.uoregon.edu/>



COVID-19 Resources, Rules, Regulations

What You Need to Know

- Masks are welcome though optional on campus in most places. They continue to be required in some locations such as [health care settings](#) including [University Health Services](#) (UHS) and [Monitoring and Assessment Program \(MAP\) testing sites](#). Bring a mask if visiting a place where masks are required.
- **The [booster requirement](#) deadline was March 18, 2022.** All UO students, faculty, and staff are strongly encouraged to receive a COVID-19 [booster shot](#) as soon as they are eligible. Details about vaccine reporting are available on the [student](#) and [employee](#) vaccination requirement webpages.
- The UO requires students, faculty, and staff to be up to date on COVID-19 vaccines including receiving a [booster shot](#) when eligible. There is an option for requesting an exemption to the requirement.
- Students and employees should perform a symptom self-check prior to coming to campus. The [COVID-19 symptom self-check tool](#) is available on the University of Oregon mobile app.
- Students and employees who have tested positive, develop symptoms, or think they have been exposed to COVID-19 are encouraged to review the [COVID-19 exposure scenarios](#) and [Centers for Disease Control and Prevention \(CDC\).guidance](#). Students and Employees can also follow this [interactive guide](#) to determine whether isolation or testing is needed and next steps.
- If you come across someone you believe might not be properly following the university's COVID-19 safety regulations or guidance you can use our [Report a Concern website](#) to let us know and we can follow up on it.

Links and most current policies available here:

<https://coronavirus.uoregon.edu/prevention>

COVID-19 Resources, Rules, Regulations

UO COVID-19 Vaccination Requirement

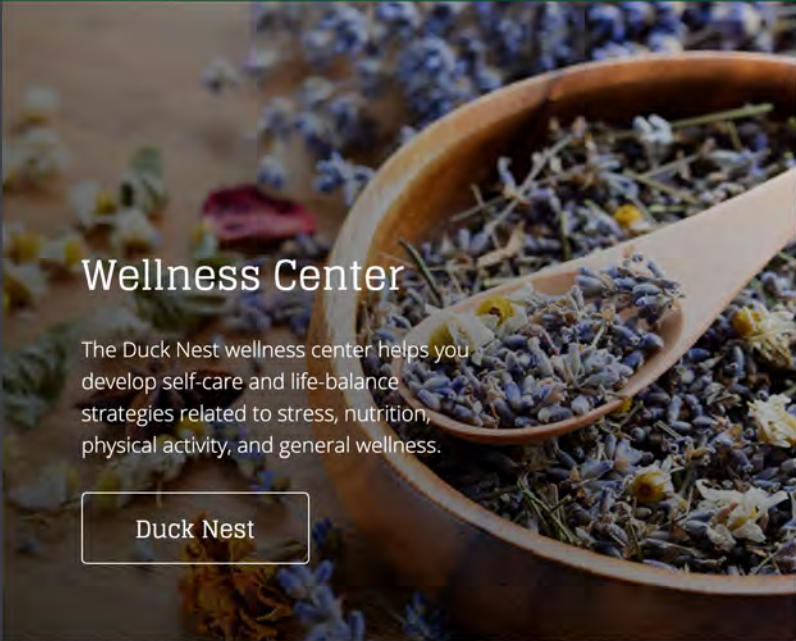
What You Need to Know

- The UO requires students, faculty, and staff to be up to date on COVID-19 vaccines including receiving a [booster shot](#) when eligible. There is an option for requesting an exemption to the requirement.
- COVID-19 vaccines are available at [public health clinics, pharmacies, and through health care providers](#).
- Details about vaccine reporting are available on the [Student](#) and [Employee](#) vaccination requirement webpages.
 - Newly registered students should use [myUOHealth](#) to record their vaccine(s) or request an exemption.
 - Newly hired employees should complete a secure [online form](#) and upload documentation of vaccination or a medical or religious exemption request form. The online form is mobile-friendly and can be completed using any device.

Links and most current policies available here:

<https://coronavirus.uoregon.edu/vaccine>

UO Health Center



Wellness Center

The Duck Nest wellness center helps you develop self-care and life-balance strategies related to stress, nutrition, physical activity, and general wellness.

[Duck Nest](#)

Mental Health Resources

- [After-Hours Crisis Support](#)
- [Counseling Services](#)
- [Stress Management Services](#)
- [Duck Nest](#)
- [Suicide Prevention](#)
- [SAFE](#)

Visit the UO Health Center! <https://health.uoregon.edu/>

AND

1590 E 13th Ave

Eugene , OR 97403

University Health Services Building

Phone: 541-346-2770

Fax: 844-965-9250

Graduate Entrance Exam (GEE)

- The Graduate Entrance Exams (GEE) are mandatory for all incoming music graduate students. Exam results will be available by the end of WOW. The outcome of these exams determines whether graduate music students may register for graduate-level music history and theory courses or if subsequent courses will be required to meet the GEE proficiency requirement. These examinations are administered before each fall term during Week of Welcome. **All students are required to either pass the GEE or pass required remedial coursework in order to meet the GEE proficiency requirement. Students who fail to pass the GEE or pass required remedial undergraduate coursework by the end of Fall term in their second year will be dismissed from the program.**
- Students who fail the GEE in **Music Theory** and/or **Aural Skills** (i.e., earn a score of less than 70%) will be required to take either the undergraduate theory placement exam, the undergraduate aural skills placement exam, or both. Based on the results of the placement exam(s), students will be required to take the appropriate undergraduate music theory and/or aural skills courses in order to meet the GEE proficiency level.
- Students scoring between 50–69% on the **Music History** portion of the GEE will be required to take an additional music history survey course from the MUS 660–665 series (in addition to any MUS 660-665 courses required for the degree). Based on the test results and demonstrated areas of weakness, the musicology faculty will determine one to two of the survey courses to be taken by the student. Students scoring below 50% on the Music History portion of the Graduate Entrance Exam will be required to take MUS 267, 268, and 269.

Academic Advising!

**Need to schedule an advising
appointment? Visit**

<https://calendly.com/gradmus>

Students are responsible for informing themselves of all graduate degree requirements, procedures, and policies. For matters about SOMD Policies & Procedures and general graduate degree advising, students may seek advising from the Music Graduate Office. For matters pertaining to degree progress and curriculum specific to the major, students should consult with their faculty advisor.

For performance majors, the studio instructor serves as the faculty advisor. For all other majors, the area chair serves as the initial faculty advisor until an advisor is determined. Before the start of classes in their first term of study, all incoming students should meet with their faculty advisors. To aid in planning an approved course of study, students should take a copy of the appropriate degree checklist (available from the SOMD [Info For Graduate Students](#) website) to the appointment.

Info for Grad Students page: **Know Your Grad-Student Policies!**
<https://blogs.uoregon.edu/gradmus/procedures-policies/>

The screenshot shows the website for the University of Oregon School of Music and Dance. The top navigation bar includes links for HOME, ABOUT, APPLY, AREAS OF STUDY, CURRENT STUDENTS, PEOPLE, COMMUNITY PROGRAMS, GIVE, CONTACT, and a search icon. Below this is a dark green header with the text 'SCHOOL OF MUSIC AND DANCE'. On the left is a vertical sidebar menu under the heading 'RESOURCES' with links: WEEK OF WELCOME, INFO FOR ALL STUDENTS, MUSIC GRAD STUDENTS, MUSIC UNDERGRADS, DANCE STUDENTS, ENSEMBLE AUDITIONS, UO CATALOG: DANCE, UO CATALOG: MUSIC, RECITAL PROCEDURES, DEGREE REQUIREMENTS, PROFESSIONAL DEVELOPMENT, MUSIC STUDENT HANDBOOK, and HEALTH AND WELLNESS. The main content area is titled 'Info for Graduate Music Students'. It contains a welcome message, a paragraph about remote work due to health and safety, and two buttons: 'Request an Appointment' and 'Email Us'. Below these are the names of Dr. Leslie Straka and Dr. Holly Roberts. A section titled 'INFORMATION FOR ALL MUSIC GRADUATE STUDENTS' lists 'Graduate Policies' with links to 'UO Graduate School website' and 'Procedures and Policies for Music Graduate Students'. A red arrow points to the latter link. Other links under 'Registration' include 'Course Projection' and 'Request for Override'.



RESOURCES

- WEEK OF WELCOME
- INFO FOR ALL STUDENTS
- MUSIC GRAD STUDENTS
- MUSIC UNDERGRADS
- DANCE STUDENTS
- ENSEMBLE AUDITIONS
- UO CATALOG: DANCE
- UO CATALOG: MUSIC
- RECITAL PROCEDURES
- DEGREE REQUIREMENTS
- PROFESSIONAL DEVELOPMENT
- MUSIC STUDENT HANDBOOK
- HEALTH AND WELLNESS

Info for Graduate Music Students

Welcome to music graduate studies at the University of Oregon School of Music and Dance!

For the health and safety of everyone, the Music Graduate Office is working remotely. For academic advising, please request an appointment by clicking the button below. For the latest announcements and decisions related to university operations, please visit uoregon.edu/coronavirus.

Dr. Leslie Straka, Associate Dean of Graduate Studies
Dr. Holly Roberts, Graduate Advisor and Department Coordinator

INFORMATION FOR ALL MUSIC GRADUATE STUDENTS

Graduate Policies

- [UO Graduate School website](#)
- [Procedures and Policies for Music Graduate Students](#)

Registration

- [Course Projection](#)
- [Request for Override](#)

	A	AL	AM	AN	AO	AP	AQ	AR	AS	AT
		F22	W23	S23	F23	W24	S24	F24	W25	S25
1	MUSICOLOGY and ETHNOMUSICOLOGY COURSES									
2	MUS 428/528 Superstars: Cultures of Musical Celebrity (4) (Fine)			x						
3	MUS 436/536 World Music Ensemble (2)	x		x			x			
4	MUS 463/563 Popular Music Studies			x						
5	MUS 551 Introduction to Ethnomusicology (4) (Wolf) every other winter (exception W22)					x				
6	MUS 552 Musical Instruments of the World (4) (Wolf) every other winter		x						x	
7	MUS 562 Popular Music in the African Diaspora (4) (Iddrisu)									
8	MUS 574 History of Opera (4) (Fine) offered alternate years	x						x		
9	MUS 575 History of Opera (4) (Fine) offered alternate years		x						x	
10	MUS 487/587 Music and Emotion (4) (Wallmark)	x								
11	MUS 607: DMA thesis offered every other fall				x					
12	MUS 611 Research Methods (3) (L. Rodgers)	x			x			x		
13	MUS 614 Introduction to Musicology (4) every other fall	x						x		
14	MUS 643 Paleography of Music I (3) (Kruckenberg) Offered alternate years		x						x	
15	MUS 660 Survey: Music in the Middle Ages (3) (Kruckenberg) every other spring						x			
16	MUS 661 Survey: Music in the Renaissance (3) (Kruckenberg) every other spring			x						x
17	MUS 662 Survey: Music in the Baroque Era (3) (Ramos) every other winter		x						x	
18	MUS 663 Survey: Music in the Classical Era (3) (Ramos) every other winter					x				
19	MUS 664 Survey: Music in the Romantic Era (3) (Ramos) every other winter									

Course Projection

- Regularly scheduled courses
- **SUBJECT TO CHANGE!**

Important!

- MUS 665 Music in 20th Century will be offered Winter 2023, then again in Fall 2023!
- MUS607 DMA Thesis Org will be offered next Fall 2023, then not until Fall 2025!

Summer Courses:

- Consult with GradMus office and SOMDScheduling

Access the course projection here: <https://music.uoregon.edu/current-students/info-graduate-music-students>

REGISTRATION INSTRUCTIONS

Step 1: Search for Open Classes

DuckWeb Information System

[Personal Information](#) [Student Menu](#) [Faculty Menu](#) [Employee Information](#) [Financial Aid Menu](#) [Proxy Access](#)

TERM:17F CRN:none ID:none NAME:off [RETURN TO MENU](#) [HELP](#) [EXIT](#)

Registration Menu

Info: Spring Term 2017

- Fall 2017 registration will be closed to continuing students on Monday, June 26 at 3pm. DuckWeb registration reopens Monday, August 7 at 8:30am.
- Click [here](#) for Advising Syllabus and Freshman Advising Survey.
- Use Schedule Builder in DuckWeb to create or update your Fall class schedule.
- Click [here](#) for more information on Schedule Builder.
- Click [here](#) for important Academic Dates and Deadlines (registration priority, academic deadlines, final exams, etc.).
- Canvas is updated three times a day. Your schedule will show up in Canvas until the next update.

[Select Term](#)

[Check Registration Eligibility](#)

[Schedule Builder](#)

[Schedule Builder Registration](#)

[Add/Drop Classes](#)

Exchange Sections

Change Variable Credit/Grading Option

Search for Open Classes

View Your Class Schedule

Completely Withdraw from the Term(s)

RELEASE: 8.8

REGISTRATION INSTRUCTIONS

Step 2: Select term

DuckWeb Information System

[Personal Information](#) **[Student Menu](#)** [Faculty Menu](#) [Employee Information](#) [Financial Aid Menu](#) [Proxy Access](#)

[TERM:17F](#) | [CRN:none](#) | [ID:none](#) | [NAME:off](#) | [RETURN TO MENU](#) | [HELP](#) | [EXIT](#)

Select Term or Date Range

Sep 08, 2017 01:11pm

None

Spr 2018 Law

Fall 2017 Law

✓ Fall 2017

Sum 2017 Law (View only)

Summer 2017

[Submit](#)

[Reset](#)

RELEASE: 8.7.1

Step 3: Select subject and level

Subject: MUS, MUP, MUJ, or MUI

Course Number:

CRN:

Distance Ed/Off Campus:

Course Level: All
✓ Graduate
Undergraduate

Gen Ed Requirement:

Days: ☐ Mon ☐ Tue ☐ Wed ☐ Thur

Weekend or Short Classes: ☐

Show Open Classes Only: ☒

Section Search | Reset

REGISTRATION INSTRUCTIONS

Step 4: Select and add course(s)

[Personal Information](#) [Student Menu](#) [Faculty Menu](#) [Employee Information](#) [Financial Aid Menu](#) [Proxy Access](#)

[TERM:17F](#) | [CRN:none](#) | [ID:none](#) | [NAME:off](#) | [RETURN TO MENU](#) | [HELP](#) | [EXIT](#)

Look-Up Classes to Add:

Fall 2017

Sep 08, 2017 01:14pm

Info: To register for classes, check the box in front of the CRN and click on Register at the bottom of the page. Remember to check both the Lecture box AND the Lab or Discussion box when registering for a Lecture/Lab course.

Key to codes in first column:

✓ = Department or instructor pre-authorization is required prior to registration.*

SR = Student restricted from registration at this time.

NR = Course is not available for registration at this time.

WL = Course has a waitlist.

PDX = Class meets in Portland.

OLMB = Class meet in Charleston on the Oregon coast.

Bend = Class meets in Bend.

C = Closed *


* Note: if you have obtained permission from a department to add a class that requires pre-authorization or is closed, you cannot add via this menu item. Return to the registration menu, click "Add/Drop Classes," enter the CRN of the course, then submit.

Course Materials List/Textbooks Get your book list only from the UO Bookstore/Duck Store. You'll need the five-digit Course Reference Numbers (CRN) from each of your classes.

Sections Found

Music												
								Seats				
Select	CRN	Day	Class	Cred	Title	Days	Time	Rem	Cap	Instructor	Date (MM/DD)	Location
<input type="checkbox"/>	14603	MUS	500	3.000	Thesis	TBA		18	20	STAFF (P)	09/25-12/03	TBA
<input type="checkbox"/>	14604	MUS	507	1.000	Sem Orch Rep for Horn	F	12:00pm-12:50pm	10	12	Lydia Van Dreel (P)	09/25-12/03	MUS 190
<input checked="" type="checkbox"/>	16602	MUS	510	3.000	Meditation for Perform	TR	09:00am-09:50am	14	20	Brian McWhorter (P)	09/25-12/03	CH 101


Alternatively, you may register using the “Add/Drop Classes” menu

 UNIVERSITY OF OREGON

DuckWeb Information System

Personal Information **Student Menu** Faculty Menu Employee Information Financial Aid Menu Proxy Access

TERM:none CRN:none

 **Registration Menu**

Info: All add and drop dates and deadlines (and tuition refund percentages) are listed in the online class schedule. Click on the five-digit course CRN for course c

- Fall registration is now open to all students.
- Fall registration will be closed during Week of Welcome, September 21-25.
- Fall classes begin on Monday, September 28.
- Remember: Academic dates and deadlines vary by course in the summer. Look up the course in the class schedule to review these dates and deadlines.
- Click [here](#) for important Academic Dates and Deadlines (registration priority, academic deadlines, final exams, etc.)
- BlackBoard and Canvas are updated twice daily (mid-morning and early-evening). When you add a class in DuckWeb, it will not immediately show up in BlackBoard or Canvas
- Click [here](#) to learn more about Wait-Listing courses in DuckWeb.


Select Term

Add/Drop Classes

Change Variable Credit/Grading Option

Exchange Sections

Schedule Builder



Check Registration Eligibility

Search for Open Classes

View Your Class Schedule

Completely Withdraw from the Term(s)


You may not withdraw from a previous term - see [The Office of Academic Advising](#)

Schedule Builder Registration Cart

RELEASE: 8.7

© 2015 Ellucian Company L.P. and its affiliates.


If applicable, change the variable credit

 UNIVERSITY OF OREGON

DuckWeb Information System

Personal Information **Student Menu** Faculty Menu Employee Information Financial Aid Menu Proxy Access

TERM:none CRN:none

 **Registration Menu**

Info: All add and drop dates and deadlines (and tuition refund percentages) are listed in the online class schedule. Click on the five-digit course CRN for course c

- Fall registration is now open to all students.
- Fall registration will be closed during Week of Welcome, September 21-25.
- Fall classes begin on Monday, September 28.
- Remember: Academic dates and deadlines vary by course in the summer. Look up the course in the class schedule to review these dates and deadlines.
- Click [here](#) for important Academic Dates and Deadlines (registration priority, academic deadlines, final exams, etc.)
- BlackBoard and Canvas are updated twice daily (mid-morning and early-evening). When you add a class in DuckWeb, it will not immediately show up in BlackBoard or Canvas
- Click [here](#) to learn more about Wait-Listing courses in DuckWeb.


[Select Term](#)

[Add/Drop Classes](#)

[Change Variable Credit/Grading Option](#)

[Exchange Sections](#)

[Schedule Builder](#)



[Check Registration Eligibility](#)

[Search for Open Classes](#)

[View Your Class Schedule](#)

[Completely Withdraw from the Term\(s\)](#)

You may not withdraw from a previous term - see [The Office of Academic Advising](#)

[Schedule Builder Registration Cart](#)

RELEASE: 8.7

© 2015 Ellucian Company L.P. and its affiliates.

Common Registration Errors



Register for the correct course level!



If the course is a 400/500 level course, make sure to register at the 500-level



For ensembles, register at the 600-level



For lessons, register for the correct course number

Registration Override



Restriction, Enrollment Cap
Override



Need permission statement
from instructor(s)



Contact the Music Graduate
Office at the beginning of
week one of the term!

Time-Conflict Override

- When Registering for two courses that have a time conflict with up to 15 minutes overlap in an upcoming term. After the ADD Deadline, [Add Drop Petition](#) must also be submitted with this form.
- Registrar's Office will NOT process requests for courses with more than 15 minutes of overlap.



**Talk to the Music Graduate Advisor BEFORE
Initiating a Time-Conflict Override with the
Registrar's Office!**

Want to Specialize??

SPECIALIZATIONS

Specialization Checklists

[Collaborative Piano Checklist](#)
[Historical Performance Practice Checklist](#)
[Jazz Pedagogy Checklist](#)
[Music Theory Pedagogy Checklist](#)
[Piano Pedagogy Checklist](#)
[Violin/Viola Pedagogy Checklist](#)

View Checklists Here!

<https://music.uoregon.edu/current-students/info-graduate-music-students>

**100% of credits can
be shared between
the specialization
and the degree**

A7. Concurrent Graduate Degrees and Specializations

GHDS@UOREGON.EDU COMMENTS OFF

Concurrent Graduate Degrees

Students who wish to pursue a concurrent graduate degrees (two master's degrees, or a doctoral and master's degree) should consult the Music Graduate Office and the [UO Graduate School](#) for information.

SOMD Specializations

The SOMD offers a number of graduate specializations that can be added to any SOMD master's or doctoral degree. For a full list, please consult the [Complete List of Degrees and Certificates](#) page.

Graduate specializations are indicated after the major on official records and transcripts once the student graduates with their primary degree. The University of Oregon offers a number of graduate specializations in specific academic and professional subjects.

UO Division of Graduate Studies Minimum Degree Requirements for Master's Degree

<https://graduatestudies.uoregon.edu/masters>

SOMD Specific Policies & Procedures

<https://blogs.uoregon.edu/gradmus/2018/08/14/procedures-and-policies-specific-to-masters-degrees/>

TOTAL GRADUATE CREDIT MINIMUM: 1ST UO

MASTER'S DEGREE

45

TOTAL GRADUATE CREDIT MINIMUM: 2ND

UO MASTER'S DEGREE

30

MINIMUM GRADUATE CREDITS IN MAJOR

30

MINIMUM GRADUATE CREDITS TAKEN AT
THE UO (RESIDENCY REQUIREMENT)

30

MINIMUM GRADED GRADUATE CREDITS
TAKEN AT THE UO

24

MINIMUM 600-LEVEL CREDITS TAKEN AT THE
UO

9

MINIMUM THESIS CREDITS

(if completing a thesis)

9

MINIMUM GPA

3.00

LANGUAGE REQUIREMENT

MA only

TIME LIMIT FOR PROGRAM COMPLETION

7 years

REGISTRATION AND CONTINUOUS
ENROLLMENT

3 credits per term

Master's Degree – Two Year Plan

Sample term (M.M. Performance): 12-14 credits

MUP 6__	Performance Studies	4
MUS ____	Ensemble	2
MUS ____	Theory/Musicology/Ethno	3-4
+		

Specialization or Degree-Specific Requirement:

MUS ____	Seminar	4
MUE ____	Pedagogy & Practicum	2

Master's Degree Timeline

[https://blogs.uoregon.edu/gradmus/
2018/08/14/timeline-for-
completing-masters-degree/](https://blogs.uoregon.edu/gradmus/2018/08/14/timeline-for-completing-masters-degree/)

TERM OF ADMISSION/MATRICULATION

- Take GEE; if needed, complete remedial coursework
- Seven-year clock begins
- Meet with Music Graduate Advisor and faculty advisor to plan course of study according to degree checklist

COURSEWORK & APPROPRIATE RECITALS

- Must maintain continuous enrollment (at least 3 credits; full-time 9 credits)
- Must earn at least 30 graduate credits at UO over at least two terms
- Updates to checklist may be done at any time

PERFORMANCE DEGREES

- Read the Recital policies and procedures and begin planning your recital the term prior
- Perform pre-recital hearing at least 3 weeks prior to recital
- Perform degree recital

NON-PERFORMANCE DEGREES

- Seek approval for thesis or project proposal (for thesis, at least 2 terms before term of degree completion; for project, at least 1 term before term of degree completion. If using human subjects, permission must be obtained from Research Compliance Services prior to any contact with the proposed subjects.

TERM OF COMPLETION

- Be enrolled in at least 3 graduate credits
- Apply for degree on GradWeb (by end of week 2 of planned term of graduation)
- Do final review of checklist with Music Graduate Office and faculty advisor
- Schedule oral exam (at least 4 weeks in advance of suggested date)
- If applicable, give copies of thesis or project to committee at least 4 weeks prior to exam
- Take oral exam
- If applicable, make final changes to thesis or project
- Complete any written work required by examiners
- Submit thesis to ProQuest via UO Division of Graduate Studies. Submit project to UO Scholars' Bank.
- **Congratulations!** You're finished – we'll see you at the SOMD Commencement Ceremony

UO Division of Graduate Studies

Minimum Degree Requirements for Doctoral Degree

<https://graduatestudies.uoregon.edu/doctoral>

Residency Requirements

At least 27 graduate credits toward the degree must be completed at the UO.

7-Year Time Limit

Doctoral students have 7 years from the term of admission in which to complete the doctoral degree.

SOMD Specific Policies & Procedures

<https://blogs.uoregon.edu/gradmus/2018/08/14/procedures-and-policies-specific-to-doctoral-degrees/>

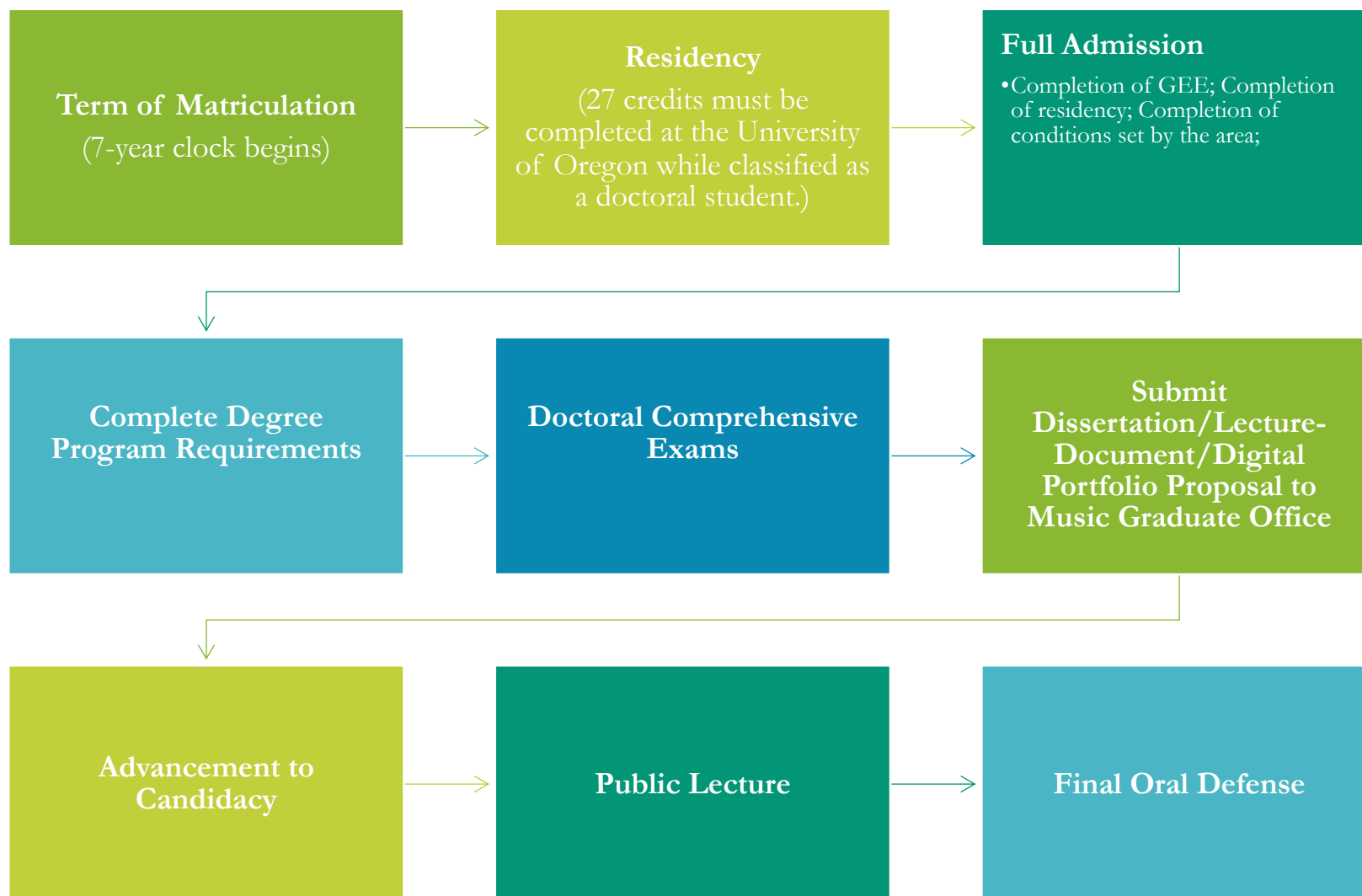
Doctoral Degree - Four Year Plan

Sample term (D.M.A. Performance): 12-16 credits

MUP 7____	Performance Studies	4
MUS ____	Ensemble	2
MUS ____	Theory/Musicology/Ethno	3-4
Other*		3-6

*Specialization, degree-specific, non-music, research development, other elective

Doctoral Degree Timeline



Other Important Information

Info for Music Graduate Students

<https://music.uoregon.edu/current-students/info-graduate-music-students>



Helpful Links

UO Graduate School website

Music Grad Advising blog

UO Catalog

Course Projection



Forms

Registration forms

Checklists

Scheduling forms

Templates



Info for All Students

https://music.uoregon.edu/all_students_info

Lockers

Practice Rooms

Access Codes

Computer Lab

And more!

**Know Your
SOMD Staff!**

The Music Graduate Office

Leslie Straka

Professor of Viola and Chamber Music
Director of Community Music Institute and Associate Dean of
Graduate Studies

541-346-3788 | lstraka@uoregon.edu

Office: 360 and 219C Frohnmayer Music Building

Degrees:

- DMA 1987, Arizona State University
- MMus 1978, Arizona State University
- BMus 1976, Arizona State University

Honors:

- First Place, 1978 Collegiate Artist Competition of the Arizona Music Teachers Association
- First Place, National Federation of Music Clubs Competition



Dr. Leslie Straka, Associate
Dean of Graduate Studies,
lstraka@uoregon.edu

Dr. Holly Roberts, Graduate Advisor &
Dept. Coordinator, gradmus@uoregon.edu

Holly Roberts

Graduate Advisor and Department Coordinator

541-346-5664 | hollyr@uoregon.edu

Office: 219A Frohnmayer Music Building

Degrees:

- PhD, Musicology, University of Oregon
- MM, Violin Performance, University of Oregon
- BM Violin Performance, Arizona State University

Honors:

- Outstanding Graduate Scholar in Music, University of Oregon, 2020
- Outstanding Graduate Scholar in Musicology, University of Oregon, 2020
- Dissertation Fellow, Oregon Humanities Center, 2019-2020
- Graduate Research Award, Oregon Humanities Center, 2018-2019
- Graduate Award, University of Oregon, 2017-2018
- Nontraditional Student Award, University of Oregon, 2017-2018
- College Level Development Grant, Early Music America, 2015-2016



Brooke Cagno

Events and Scheduling Coordinator

541-346-5648 | SOMDscheduling@uoregon.edu

Office: 121F Frohnmayer Music Building

Degrees:

- BMus 2009, Vocal Performance, University of Oregon
- BS 2003, Psychology, University of Oregon

Brooke Cagno comes to the School of Music and Dance from UO Consortium for International and Area Studies where she had served in various capacities including managing space and offices, providing support for director, instructors, staff and GE's, planning departmental events and assisting with scheduling. Brooke holds a degree in voice performance from the SOMD and is an active performer in the Eugene area.



Steve Dunn

Director of Facilities Services

541-346- 3811 | sdunn10@uoregon.edu

Office: 121G Frohnmayer Music Building

Degrees:

- DMA in Trumpet Performance, 2001, Arizona State University
- MM in Trumpet Performance, 1990, Northwestern University
- BME, 1989, University of North Texas

Steve Dunn joined SOMD in fall 2021 as Interim Director of Facilities Services. Steve has a musical background with a DMA in Trumpet Performance and has served in various teaching roles including professor of music at Northern Arizona University since 2005 and an adjunct instructor in SOMD. Steve brings construction and project management experience plus knowledge and experience with music equipment repairs and maintenance. He has over 25 years of experience in a School of Music working with various systems for scheduling recitals, masterclasses, jazz concerts, rehearsals, and recording sessions.



Lance Miller

Senior Sound/Video Recording Engineer

541-346-5659 | lancem@uoregon.edu

Office: 191 Frohnmayr Music Building

Website: [Audio Production Website](#)

Degrees:

- AA 1982, Composition, Mt. Hood Community College

Miller joined the staff at the University of Oregon School of Music and Dance in 1998, and the faculty in 2009.

Miller created and now runs the Audio Production Dept. which includes classes in Audio Production, Analog Recording, DAW Production Sequence, Documentary Field Recording, Plug-ins Design, and Data Sonification.



Thor Mikesell

Producing Technical Director

541-346-5644 | thorm@uoregon.edu

Office: 121K Frohnmayer Music Building

Prior to his University of Oregon appointment Thor lived in Arizona, where he worked as the Production and Stage Manager for the Music Department at Mesa Community College, and as a local Actors Equity Association Stage Manager for Southwest Shakespeare Company.

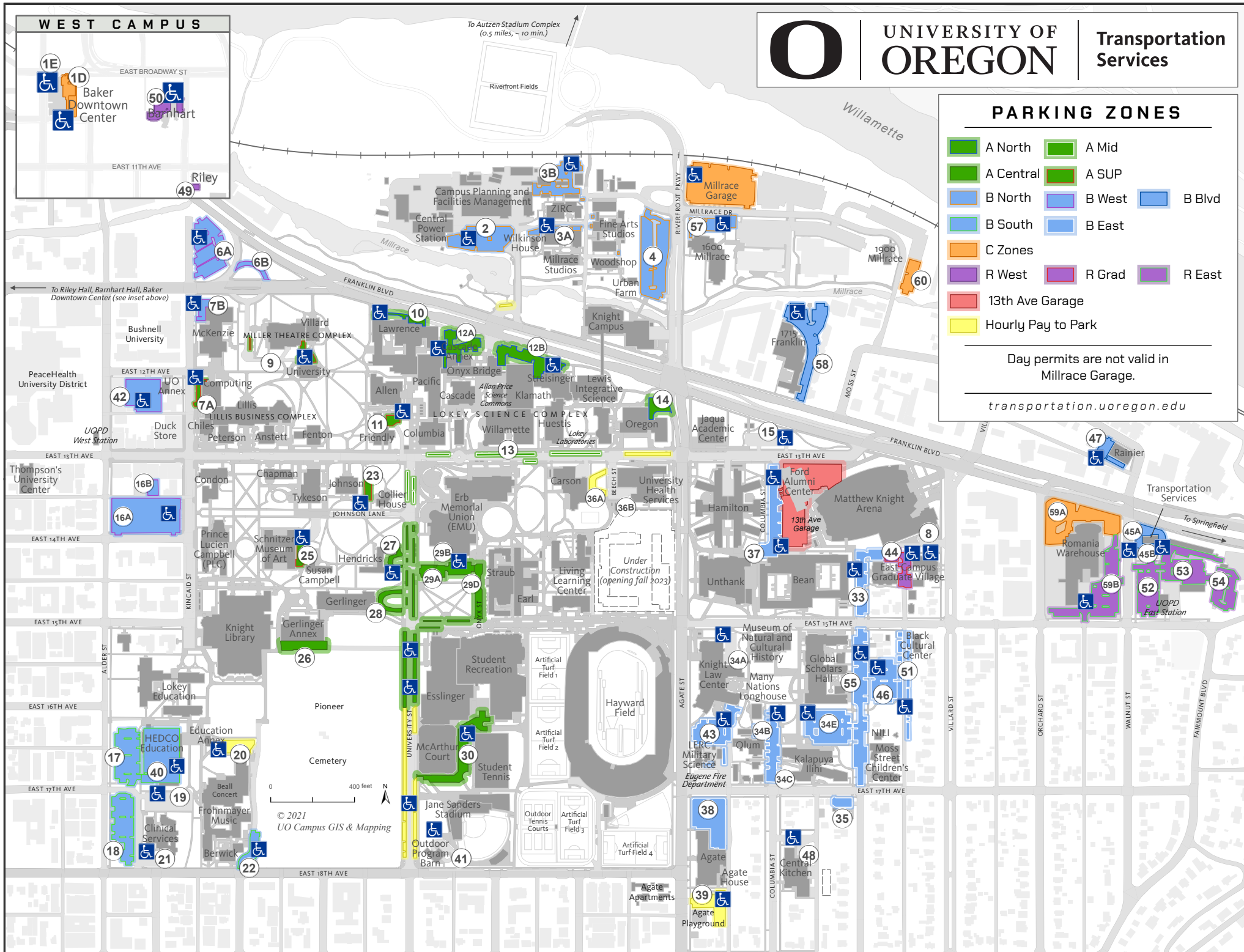
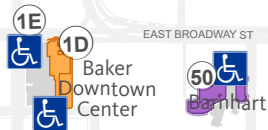
Thor also has a performance background, performing with Arizona State University's Lyric Opera Theatre, the Eugene Opera, Opera Bend, and others.

The Production Manager is responsible for scheduling, coordinating, and supervising events in Beall Concert Hall and other performance classrooms.

The Production Manager represents Beall Concert Hall and the School of Music and Dance during events on campus. The Production Manager is also charged with the responsibility of overseeing and maintaining the school's musical instrument inventory and rental program.



WEST CAMPUS



UNIVERSITY OF
OREGON

Transportation
Services

PARKING ZONES



Day permits are not valid in
Millrace Garage.

transportation.uoregon.edu

© 2021
UO Campus GIS & Mapping