May 18, 2021

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Department Chair, Music Graduate Program

Kurt Rohde  
Program Chair, Music Graduate Program

RE: Music Graduate Program Degree Requirements

Enclosed is a copy of the Music Graduate Program degree requirements as approved by Graduate Council on May 14, 2021. These degree requirements are now the revised, official document for the Music Graduate Program and will be posted to the Office of Graduate Studies program webpage:

https://grad.ucdavis.edu/programs/gmus

Thank you for your efforts on behalf of graduate education.

Sincerely,

Dean Tantillo  
Chair, Graduate Council Committee

c: Jasmine Bonite, Project/Policy Analyst, Graduate Studies  
Duncan Temple Lang, Associate Dean for Graduate Programs, Graduate Studies  
Felicia Murdoch, Policy Analyst, Davis Division of the Academic Senate  
Marian Bilheimer, Coordinator, Music Graduate Program
MASTER DEGREE REQUIREMENTS

1) Admissions Requirements

M.A. admissions are only open to Plan I (Thesis) applicants seeking an emphasis in Conducting. In addition to developing practical technical skills, students study issues of performance practice, contemporary music materials, rehearsal technique, and musical analysis. Students further develop their keyboard skills and gain experience in the preparation of performance materials. Students accepted into the M.A. Plan I degree program in conducting may not change their degree objective to the Ph.D. program in another area without applying and being admitted into that area.

Ph.D. students in Music may obtain an M.A. degree en route to their doctoral degree using only the Plan II (Comprehensive Examination) option. Upon successful completion of all the requirements, Plan II students will receive an M.A. degree in one of three areas of emphasis: Composition and Theory, Ethnomusicology, or Musicology.

Admission Requirements for the Plan I Conducting Emphasis.

Consideration for program admission requires:

a) A bachelor’s degree comparable to a degree from the University of California in both distribution of academic subject matter and scholarly achievement
b) Three letters of recommendation
c) Official transcripts
d) 80 TOEFL or 7.0 IELTS score (if applicable)
e) A CV (including a list of works conducted, rehearsed, and studied)
f) A 10 -15 minute video (in English) of rehearsal or concert
g) A minimum GPA of 3.0
h) An Office of Graduate Studies online application with fee by the stated admission deadline.

Admissions decisions are made on a case-by-case basis. Meeting some or all of these criteria does not guarantee admission, but merely eligibility. The decision to recommend admission to the Dean of Graduate Studies will be made by the graduate program Admissions and Recruitment Committee on the basis of available space and the competitiveness of applicants compared to the eligible pool. Submission of GRE scores is not required.

Prerequisites: Not applicable.
Deficiencies: Not applicable.
2) Degree Plans

M.A. Degree Plan I. Conducting Emphasis
Requires 48 units of graduate and upper-division courses (the 100 and 200 series only), a thesis, and a public performance, typically related to the student’s thesis. The thesis consists of rehearsal and public performance of a substantial piece for large ensemble. At least 18 of the 48 units must be graduate work in the major field. This Plan requires more units than the UC Davis minimum, which are: 30 units of graduate and upper division courses (the 100 and 200 series only), at least 12 of which must be graduate work in the major field.

M.A. Degree Plan II. Composition and Theory, Ethnomusicology, or Musicology Emphasis
Requires 48 units of graduate and upper-division course work and the Comprehensive Examination consisting of timed essays on general and discipline specific questions and a take-home analysis component; the Comprehensive Examination may be replaced with a substantial composition or a research or analysis paper. At least 24 of the 48 units must be graduate work in the major field. This Plan requires more units than the UC Davis minimum, which are: 36 units of graduate and upper division courses (the 100 and 200 series only), at least 18 of which must be graduate work in the major field.

3) Course Requirements – Core and Electives (total 48 units)

<table>
<thead>
<tr>
<th>Plan I: Conducting Emphasis: 48 units</th>
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<tr>
<td><strong>Core Courses:</strong></td>
</tr>
<tr>
<td>MUS 210A Proseminar in Music (Theory and Analysis) (4 units)</td>
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<tr>
<td>MUS 204 Conducting (3 units taken every quarter for 6 quarters = 18 units)</td>
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</table>

**Plan II: Composition and Theory, Ethnomusicology, or Musicology Emphasis: 48 units**

**a) Core Courses for All Areas of Emphasis (12 units):**
   i) MUS 210A Proseminar in Music (Theory and Analysis) (4 units)
   ii) MUS 210B Proseminar in Music (Musicology and Criticism) (4 units)
   iii) MUS 210C Proseminar in Music (Ethnomusicology) (4 units)

**b) Elective Courses for the Emphasis in Composition and Theory (36 units)**

- MUS 203 Music Composition (4 units taken every quarter for 6 quarters = 24 units)
- MUS 221 Topics in Music History OR MUS 223 Topics in Ethnomusicology (4 units)
- MUS 222 Techniques of

**12 units from the following:**
- MUS 212 Ethics of Musical Ethnography (4 units)
- MUS 213 Transcription and Notation (4 units)
- MUS 221 Topics in Music History (4 units)
- MUS 222 Techniques of Analysis (4 units)
- MUS 223 Topics in Ethnomusicology (4 units)

12 units of advisor-approved graduate seminars from other graduate programs

**b) Elective Courses for the Emphasis in Ethnomusicology (36 units)**

**24 units (six seminars) from the following:**
- MUS 221 Topics in Music History (4 units)
- MUS 222 Techniques of Analysis (4 units)
- MUS 223 Topics in Ethnomusicology (4 units)

**c) 12 units of advisor-approved electives:**
may include MUS 299 units
**d) English Language Requirement**

Students who have not obtained a previous degree at an approved English-medium institution or demonstrated English-language proficiency through an appropriate exam (e.g. TOEFL) are required to complete appropriate English-language courses, as described in the policy Graduate Student Course Requirements – English as Second Language (GC2018-02). Courses taken in satisfaction of this requirement do not count towards the units required for graduation.

**e) Summary:** 48 units of core coursework is required for both Plan I and II students, as noted above. Full-time students must enroll for a minimum of 12 units per quarter including research, academic, and seminar units. Courses that fulfill any of the program course requirements may not be taken S/U unless the course is normally graded S/U. Once course requirements are completed, students can take additional classes as needed, although the 12 units per quarter are generally fulfilled with a research class (299) and seminars. Per UC regulations, students cannot enroll in more than 12 units of graduate level courses (200) or more than 16 units of combined undergraduate and graduate level (100, 200, 300) courses per quarter.

**4) Special Requirements**

Students in both Plan I and Plan II must demonstrate fluency in a language other than English by passing a foreign language examination in one language by the end of their second year. Students whose native language is not English are exempt from this requirement.

**5) Advising Structure and Mentoring**

The Major Professor is the faculty member who supervises the student’s research and creative work. The Graduate Advisor, who is appointed by Graduate Studies, is a resource for information on academic requirements, policies and procedures, and registration information. The staff Graduate Program Coordinator assists students with university and graduate program policies. The Mentoring Guidelines can be found at https://grad.ucdavis.edu/mentoring

**6) Committees**

**a) Graduate Program Committee**

The Graduate Program Committee meets at least quarterly. Its principal duties are to determine and implement policy for the good of the program, and to represent the interests of the program generally to various university and other agencies. The Graduate Program Committee is also responsible for Teaching Assistant assignments, distribution of graduate fellowships in Music, and other student support funds. The Graduate Program Committee functions as the Membership, Fellowships, and Student Mentorship Committee. It typically comprises the Graduate Program Chair and Graduate Advisors from the various subdisciplines (composition, ethnomusicology, musicology), and other faculty appointed by the Chair. Master’s students are
advised by the relevant Graduate Advisor, who is assigned to them in the first quarter and advises them throughout their tenure in the Master’s program.

b) Admissions and Recruitment Committee

Once the completed application, all supporting material, and the application fee have been received, the application is submitted to the Admissions and Recruitment Committee, which includes all interested faculty members in the Department of Music. Based on a review of the entire application, a recommendation is made to accept or decline an applicant’s request for admission. That recommendation is forwarded to the Dean of Graduate Studies for final approval of admission. Notification of admissions decisions will be sent by Graduate Studies.

c) Course Guidance or Advising Committee

Students are assigned a Graduate Advisor in their first quarter who advises the student during the first year(s), before they have chosen a Major Professor. Students may begin at any time to identify faculty members who might serve as their Major Professor.

d) Comprehensive Examination and Thesis Committees

Plan I Thesis Committee: The student, in consultation with his or her Major Professor and Graduate Advisor(s), nominates two faculty members in addition to the Major Professor to serve on the Thesis Committee. These nominations are submitted to the Office of Graduate Studies for formal appointment in accordance with Graduate Council policy. The Major Professor serves as chair of the Thesis Committee. The role of the Thesis Committee is to advise on preparations for the public performance, to evaluate the public performance, to guide the student’s research on the written project, and to evaluate the final written project.

Plan II Comprehensive Examination Committee: . A minimum of three faculty members will be appointed by the Graduate Program Committee to the Comprehensive Examination Committee, although exam materials and student responses are made available to all interested faculty members for evaluation and review. A Graduate Advisor typically serves as chair of this committee. The Plan I Comprehensive Examination Committee is identical to the Plan II Comprehensive Examination Committee for those doctoral students seeking an M.A. en route.

7) Advancement to Candidacy

Every student must file the official application form entitled Candidacy for the Degree of Master of Arts in Music after completing one-half of their course requirements and at least one quarter before completing all degree requirements; this is typically Winter Quarter (fifth quarter) of the second year. The application form for Candidacy for the Degree of Master of Arts in Music is found online here Candidacy for the Master's Degree - Comprehensive Exam Plan II (GS314) Candidacy for the Master's Degree - Thesis Plan I (GS313) https://grad.ucdavis.edu/financial-support/forms . A completed form includes a list of courses the student will have taken to complete degree requirements. Students must have their Graduate Advisor(s) and Thesis or Examination Committee chair sign the candidacy form before it can be submitted to Graduate
8) Comprehensive Examination and/or Thesis Requirements

a) Thesis Requirements (Plan I)

The thesis consists of a public performance of a substantial musical work with a large ensemble plus a written project. For the public performance and written project (30-60 pages) to be acceptable, all members of the candidate’s committee must sign the title page certifying that the student has completed the public performance and written project to the committee’s satisfaction. It is expected that the student will meet regularly with Thesis Committee members. In cases where the committee members cannot reach a unanimous decision but a majority is favorable, the majority and minority will report their separate opinions on the merit of the project to the Graduate Advisor(s). The Graduate Advisor(s) will make a recommendation to be forwarded to the Dean of Graduate Studies for a final decision. If the project is regarded by the committee as of unacceptable quality, the student will be given an appropriate period of time by the committee to improve the work (usually within three quarters). If, after that period of time the project is still unacceptable to a majority of the Thesis Committee, it may recommend to the Dean of Graduate Studies that the student be disqualified from further graduate work in the program.

The thesis must be filed in a quarter in which the student is registered or on Filing Fee status. Instructions on preparation of the thesis and a schedule of dates for filing the thesis in final form are available from Graduate Studies; the dates are also given in the UC Davis General Catalog and in the Class Schedule and Registration Guide available online. A student must have a GPA of 3.0 for the M.A. degree to be awarded.

b) Comprehensive Examination (Plan II)

Students take the Comprehensive Examination once they have advanced to M.A. degree candidacy, at the end of all coursework. The Comprehensive Examination is typically given at the end of the winter quarter in the second year. The Graduate Advisor(s), in consultation with the rest of the faculty, create the examination questions.

It consists of timed essays on general questions (3 hours) and timed essays on discipline-specific questions or a composition exercise (3 hours), along with a take-home analysis component given to students at the end of the timed portion and due two weeks later. All questions will be formulated by the Comprehensive Examination Committee.

A unanimous vote of the Comprehensive Examination Committee is required for a student to
pass all portions of these examinations. If a student does not pass all portions of these examinations, the committee may recommend that the student be reexamined one additional time on these portions, but only if the Graduate Advisor concurs with the committee. The examination may not be repeated more than once. A student who does not pass on the second attempt may be recommended to the Dean of Graduate Studies for disqualification from further graduate work in the program.

Once passed, the Master’s Report Form, Plan II is signed by a Graduate Advisor and then forwarded to the Office of Graduate Studies. The deadlines for completing this requirement are listed each quarter in the campus General Catalog (available online at the website of the Office of the Registrar). A candidate must be a registered student or on Filing Fee status at the time the program submits the form, with the exception of the summer period between the end of the Spring Quarter and the beginning of Fall Quarter.

9) Normative Time to Degree

The normative time to degree for the M. A. Plan I in Music with an Emphasis in Conducting is six quarters (two years). Plan II students complete the degree en route to their doctoral degree, but typically can complete the M.A. in two years.
### 10) Typical Time Line and Sequence of Events

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<tr>
<th>Qtr. 1</th>
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<th>Qtr. 3</th>
<th>Qtr. 4 (language exam #1)</th>
<th>Qtr. 5 (Plan II: all but conducting - comprehensive exam at end of quarter on way to Ph.D. only)</th>
<th>Qtr. 6 (Plan I, conducting only, thesis and public performance*)</th>
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#### Emphasis

**Conducting**

- **210A** 210A 299 210C 221/222/223 210B 299
- **210B** 204 204 204 204 204 204
- **210C** 396 396 396 396 396 396
- 221, 222 or 223 (one time)
- 204 (six times)
- 299 (14 times)

**Composition**

- **210A** 210A 222 210C 221/223 210B 222
- **210B** 203 203 203 203 203 203
- **210C** 396 396 396 396 396 396
- 222 (two times)
- 221 or 223
- 203 (six times)

**Ethnomusicology**

- **210A** 210A 222 210C 221 210B 223
- **210B** a-a elective n-m elective a-a elective n-m elective a-a elective 299
- **210C** 396 396 396 396 396 396
- 212, 213, 221, 222 or 223 (three times)
- n-m electives (12 units)
- a-a electives or 299s (12 units)

**Musicology**

- **210A** 210A 222 210C 221 210B 223
- **210B** 221 221 223 a-a elective a-a elective 299
- **210C** 396 396 396 396 396 396
- 221, 222 or 223 (six times)
- a-a electives or 299s (12 units)

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* This document does not replace the text of the Degree Requirements. This 2-year snapshot is an example only. Variations are expected. Courses may not be offered and need not be taken in this order. This scenario shows a completion of required coursework (48 units) in 2 years.
11) Sources of Funding

Funding is drawn from a combination of teaching assistantships, fellowships from the Office of Graduate Studies, and internal Department of Music endowments earmarked for this purpose.

12) PELP, In Absentia, and Filing Fee status Information about PELP (Planned Educational Leave Program), In Absentia (reduced fees when researching out of state), and Filing Fee status can be found on the Graduate Studies website here https://grad.ucdavis.edu/financial-support/forms
Ph.D. Degree Requirements

All Doctor of Philosophy students follow the same core curriculum for roughly the first two years of study and then concentrate on emphasis course work in composition and theory, ethnomusicology, or musicology.

1) Admission Requirements

Consideration for program admission requires:

a) A bachelor’s degree comparable to a degree from the University of California in both distribution of academic subject matter and scholarly achievement
b) Three letters of recommendation
c) Official transcripts
d) 80 TOEFL or 7.0 IELTS score (if applicable)
e) A CV and samples of work (for musicology and ethnomusicology, a substantial paper or papers; for composition, scores and recordings of selected works)
f) A minimum GPA of 3.0
g) An Office of Graduate Studies online application with fee by the stated admission deadline.

Admissions decisions are made on a case-by-case basis. Meeting some or all of these criteria does not guarantee admission, but merely eligibility. The decision to recommend admission to the Dean of Graduate Studies will be made by the graduate program Admissions and Recruitment Committee on the basis of available space and the competitiveness of applicants compared to the eligible pool.

Prerequisites: Not applicable.
Deficiencies: Not applicable.

2) Dissertation Plan

Plan B. Specifies a three-member (minimum) Dissertation Committee and an Exit Seminar.

3) C.Phil

N/A

4) Course Requirements: Core and Electives (total 48 units)

Students who enter with any Master’s degree from another institution will typically complete two years of coursework in preparation for the Comprehensive Examination. In consultation with the Graduate Advisor(s), these students may substitute independent studies (Music 299)
for one or more seminar requirements. With the consent of the Graduate Advisor(s) and the Dean of Graduate Studies, some graduate level work taken elsewhere may be credited toward the degree. The limit for such transfer credit is six units from another institution or up to one-half of the unit requirement if earned from another campus of the University of California, provided the units were not used in satisfaction of the requirements for another degree. Students may transfer up to 12 units of work from the Concurrent Courses program offered by University Extension.

a) Core Courses: All Areas of Emphasis (12 units)

MUS 210A Proseminar in Music (Theory and Analysis) (4 units)
MUS 210B Proseminar in Music (Musicology and Criticism) (4 units)
MUS 210C Proseminar in Music (Ethnomusicology) (4 units)

b1) Composition and Theory Emphasis: Additional Requirements (36 units)

MUS 203 Music Composition (4 units taken every quarter for 6 quarters)
MUS 221 Topics in Music History (4 units) OR MUS 223 Topics in Ethnomusicology (4 units)
MUS 222 Techniques of Analysis (4 units taken at least twice)

b2) Ethnomusicology Emphasis: Additional Requirements (24 units)

12 units from the following:
MUS 212 Ethics of Musical Ethnography (4)
MUS 213 Transcription and Notation (4)
MUS 221 Topics in Music History (4)
MUS 222 Techniques of Analysis (4)
MUS 223 Topics in Ethnomusicology (4)

12 units of advisor-approved graduate seminars from other graduate programs

c2) Research (12 units) of advisor-approved electives which may include MUS 299 units

b3) Musicology Emphasis: Additional Requirements (24 units)

Six seminars chosen from the following:
MUS 221 Topics in Music History (4)
MUS 222 Techniques of Analysis (4)
MUS 223 Topics in Ethnomusicology (4)

c3) Research (12 units) of advisor-approved electives which may include MUS 299 units
d) English Language Requirement

Students who have not obtained a previous degree at an approved English-medium institution or demonstrated English-language proficiency through an appropriate exam (e.g. TOEFL) are required to complete appropriate English-language courses, as described in the policy Graduate Student Course Requirements – English as Second Language (GC2018-02). Courses taken in satisfaction of this requirement do not count towards the units required for graduation.

e) Summary

Forty-eight units of core coursework are required. Full-time students must enroll for a minimum of 12 units per quarter including research, academic, and seminar units. Courses that fulfill any of the program course requirements may not be taken S/U unless the course is normally graded S/U. Once course requirements are completed, students can take additional classes as needed, although the 12 units per quarter are generally fulfilled with a research class (299) and seminars. Per UC regulations students cannot enroll in more than 12 units of graduate level courses (200) or more than 16 units of combined undergraduate and graduate level (100, 200, 300) courses per quarter.

5) Special Requirements

Students must demonstrate reading proficiency by means of foreign language examination(s). Musicology and ethnomusicology students must pass two language exams; composition students must pass one language exam. One language examination may be waived for students whose native language is not English. All students should pass one language exam by the end of the second year. Musicology and ethnomusicology students should pass their second language exam prior to taking their Qualifying Examination.

6) Advising Structure and Mentoring

The Major Professor is the faculty member who supervises the student’s research and dissertation; this person usually serves as the chair of the Dissertation Committee. The faculty Graduate Advisor, who is appointed by the Dean of Graduate Studies, is a resource for information on academic requirements, policies and procedures, and registration information. The staff Graduate Program Coordinator assists students with general university policies. Mentoring guidelines can be found in the graduate student handbook located here https://arts.ucdavis.edu/sites/main/files/graduateprogrammentoring.pdf

7) Committees

a) Admissions and Recruitment Committee

Once the completed application, all supporting material, and the application fee have been received, the application will be submitted to the Admissions and Recruitment Committee, which includes all interested faculty members in the Department of Music. Based on a review of the entire application, a recommendation is made to accept or decline an applicant’s request
for admission. That recommendation is forwarded to the Dean of Graduate Studies for final approval of admission. Notification of admissions decisions will be sent by Graduate Studies.

b) Graduate Program Committee

The Graduate Program Committee meets at least quarterly. Its principal duties are to determine and implement policy for the good of the program, and to represent the interests of the program generally to various university and other agencies. The Graduate Program Committee is also responsible for Teaching Assistant assignments, distribution of graduate fellowships in Music, and other student support funds. Graduate Program Committee meetings regularly include two graduate student representatives. The Graduate Program Committee functions as the Membership, Fellowships, and Student Mentorship Committee. It typically comprises the Graduate Program Chair and Graduate Advisors from the various subdisciplines (composition, ethnomusicology, musicology), and other faculty appointed by the Chair.

c) Course Guidance or Advising Committee

Students are assigned a Graduate Advisor in their first quarter who advises the student during the first year(s), before they have chosen a Major Professor. Students may begin at any time to identify faculty members who might serve as their Major Professor, but they are not required to select a Major Professor until after they have passed the Comprehensive Examination (typically at the end of the fifth quarter).

d) Comprehensive Examination Committee

The Graduate Advisor(s), in consultation with the rest of the faculty, create the examination questions. A minimum of three faculty members will be appointed to the Comprehensive Examination Committee, although exam materials and student responses are made available to all interested faculty members for evaluation and review. A Graduate Advisor typically serves as chair of this committee. The Plan I Comprehensive Examination Committee is identical to the Plan II Comprehensive Examination Committee for those doctoral students seeking only an M.A.

e) Qualifying Examination Committee

Students, in consultation with their Major Professors and Graduate Advisor(s), nominate five faculty members to serve on the Qualifying Examination Committee. One member of the committee must come from outside the Department of Music. These nominations are submitted to the Office of Graduate Studies for formal appointment in accordance with Graduate Council policy. The Major Professor does not serve as chair of the committee but may be a member. The Qualifying Examination Committee conducts the examination and submits the result to the Office of Graduate Studies.
f) Dissertation Committee

The Dissertation Committee includes at least three members nominated by the student, in consultation with the Major Professor. At least two members of the committee should be from the program. Composition students are encouraged to consider nominating a co-advisor for the theory portion of their dissertation. Musicology and Ethnomusicology students are encouraged to include one committee member from outside the Department of Music. The membership of the Dissertation Committee is entered on the Form for Advancement to Candidacy. The role of the Dissertation Committee is to advise the doctoral student on the research topic and methods, and to examine the final completed dissertation for acceptance. The committee chairperson is usually the Major Professor and must be a member of the program. Students are expected to meet with the chair of their Dissertation Committee regularly. Dissertation Committee members are expected to read and comment on the dissertation within four weeks of its submission, not counting summer periods for faculty holding nine-month appointments. The student and Dissertation Committee coordinate a timeline that must allow all members not less than four weeks to fulfill their responsibilities.

8) Advancement to Candidacy

Before advancing to candidacy for a doctoral degree, a student must have satisfied all requirements set by the graduate program, must have maintained a minimum GPA of 3.0 in all coursework undertaken (except those courses graded S/U), and must have passed a Qualifying Examination before a committee appointed to administer that examination. Normally, students advance by the end of the ninth quarter; students must pass their Qualifying Examination by the end of the ninth quarter in order to remain eligible for academic appointments (TA, GSR, AI, etc.). The student must file the appropriate paperwork with the Office of Graduate Studies and pay the candidacy fee in order to be promoted officially to Ph.D. candidacy.

9) Examination and Dissertation Requirements

a) Comprehensive Examination

Students take the Comprehensive Examination at the end of all coursework. The Comprehensive Examination is typically given at the end of the winter quarter in the second year. It consists of timed essays on general questions (3 hours) and timed essays on discipline-specific questions or a composition exercise (3 hours), along with a take-home analysis component given to students at the end of the timed portion and due two weeks later. Once they have passed the Comprehensive Exam, they may apply for an M.A. degree in route to the Ph.D. Students who elect not to apply for an M.A. degree may continue to the Ph.D.

The graduate faculty determines whether the student has passed, conditionally passed, or failed each portion of the exam. Conditional passes may require the completion of remedial work; upon completion of the remedial work, the student's outcome will be recorded as a pass. If a student does not pass all portions of the examination, the Comprehensive Examination Committee may recommend, with the concurrence of the
Graduate Advisor(s) that the student be reexamined one additional time on the failed portions. The examination may not be repeated more than once. A student who does not pass on the second attempt may be recommended to the Dean of Graduate Studies for disqualification from further graduate work in the program.

Once passed, the Master’s Report form is signed by the program Graduate Advisor and then forwarded to the Office of Graduate Studies. Students may apply for an M.A. degree in route to the Ph.D. Students who elect not to apply for an M.A. degree may continue to the Ph.D. The deadlines for completing the Master’s Report form and filing for the M.A degree are listed each quarter in the campus General Catalog (available online at the website of the Office of the Registrar). b) Qualifying Examination

   i) General Information

All students must complete all course requirements and pass the Comprehensive Examination before taking the Qualifying Examination. Passing this examination makes the student eligible for advancement to candidacy. The Qualifying Examination should be taken by the ninth quarter and no later than the end of the twelfth quarter after admission to the Ph.D. program.

The primary purpose of the Qualifying Examination is to validate that the student is academically qualified to conceptualize a research topic, undertake scholarly research, and successfully produce the dissertation required for a doctoral degree. The Qualifying Examination must evaluate the student’s command of the field, ensuring that the student has both breadth and depth of knowledge. In addition, the Qualifying Examination provides an opportunity for the faculty to provide important guidance to the student regarding his or her chosen research topic.

The Qualifying Examination includes written and oral components.

   ii) Written Portion of the Examination – Dissertation Prospectus

The written portion of the examination centers on a research proposal, the Dissertation Prospectus. The Prospectus should be submitted to the Graduate Advisor(s), and to all members of the Qualifying Examination Committee, at least two weeks before the Qualifying Examination.

The Prospectus is an independently prepared proposal that should describe the student’s dissertation specific research aims, hypotheses, progress to date, and methodology. The Prospectus for students with a Composition and Theory emphasis should describe both components of the dissertation, which are an original composition and a theoretical or analytical essay. The Qualifying Examination Committee is responsible for assessing that the student’s writing proficiency is satisfactory before advancement to candidacy.
In addition to the Prospectus, students prepare three reading lists on areas that complement or provide scholarly perspective on their dissertation work. These reading lists should be approved by the Major Professor and circulated to the Qualifying Examination Committee at least one week before the exam.

iii) Oral Portion of the Examination

The oral portion of the Qualifying Examination will last approximately three hours and is intended to demonstrate the student’s critical thinking ability, powers of imagination and synthesis, and broad knowledge of the field of study as it applies to the dissertation. Students deliver three brief oral presentations, one for each reading list, with time for discussion afterward. Students will also be asked to identify or discuss short examples of music (in audio or score format) from a broad range of styles or genres. The remainder of the examination time is devoted to detailed discussion of the Prospectus.

iv) Outcome of the Examination

The committee will reach a decision on the student’s performance immediately after the oral portion of the examination. The committee, having reached a unanimous decision, shall inform the student of its decision to “Pass,” “Not Pass,” or “Fail.” If a unanimous decision takes the form of “Not Pass” or “Fail,” the chair of the Qualifying Examination Committee must include in the report a specific statement, agreed to by all members of the committee, explaining its decision, and this text must be conveyed to the student. Having received a “Not Pass” the student may attempt the Qualifying Examination one additional time according to the specific conditions and timing stated in the report of the committee. After a second examination, a vote of “Not Pass” is unacceptable; only “Pass” or “Fail” are recognized. Only one retake of the qualifying examination is allowed. Should the student receive a “Fail” on the first or second attempt at the examination, that student is recommended for disqualification from the program to the Dean of Graduate Studies.

c) The Dissertation

i) General Requirements

Filing of a Ph.D. dissertation with the Office of Graduate Studies is normally the last requirement satisfied by the candidate. The deadlines for completing this requirement are listed each quarter in the campus General Catalog. A candidate must be a registered student or on Filing Fee status at the time of filing a dissertation, with the exception of the summer period between the end of the Spring Quarter and the beginning of Fall Quarter. The Ph.D. dissertation will be prepared, submitted, and filed according to regulations instituted by the Office of Graduate Studies here https://grad.ucdavis.edu/academics/finishing-your-degree. Satisfaction of this requirement must be verified by the chairperson of the Dissertation Committee.
ii) Nature of Dissertation Work

The dissertation should contain independent scholarly work of publishable quality that makes a significant contribution to the field and has been carried out under the supervision of a member of the program while the student is enrolled in the program.

Students should meet regularly with the members of their Dissertation Committee. The dissertation must be submitted to each member of the Dissertation Committee at least four weeks before the student expects to make requested revisions; committee members are expected to respond within those four weeks, not including summer months for nine-month faculty. Informing committee members of progress as writing proceeds helps the members to plan to read the dissertation and provide feedback within this time frame. The dissertation must be approved and signed by each member of the Dissertation Committee before it is submitted to Graduate Studies for final approval.

iii) Exit Seminar

The dissertation follows Plan B with a required Exit Seminar. Satisfaction of this requirement must be verified by the chairperson of the Dissertation Committee. The Exit Seminar is a formal public presentation of the student’s research before the program faculty and students, with a question-and-answer period. Members of the Dissertation Committee may not sign the dissertation until after the exit seminar has taken place. Scheduling of the exit seminar is the responsibility of the student in consultation with the Dissertation Committee.

10) Normative Time to Degree

Normative time to advance to Ph. D. candidacy is nine quarters. Normative time in candidacy for composers is approximately six quarters; for musicologists and ethnomusicologists, it is approximately nine quarters. Students who enter the program with a Master’s degree may finish sooner.
11) Typical Time Line and Sequence of Events

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<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qtr. 1</td>
<td>Qtr. 2</td>
<td>Qtr. 3</td>
<td>Qtr. 4</td>
<td>Qtr. 5</td>
</tr>
<tr>
<td>Qtr. 1</td>
<td>Qtr. 2</td>
<td>Qtr. 3</td>
<td>Qtr. 4</td>
<td>Qtr. 5</td>
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<td>Qtr. 1</td>
<td>Qtr. 2</td>
<td>Qtr. 3</td>
<td>Qtr. 4</td>
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<tr>
<td>Qtr. 1</td>
<td>Qtr. 2</td>
<td>Qtr. 3</td>
<td>Qtr. 4</td>
<td>Qtr. 5</td>
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</tbody>
</table>

**Music Ph.D. Coursework Snapshot**

<table>
<thead>
<tr>
<th>Emphasis</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Composition</td>
<td>210A</td>
<td>210A</td>
<td>222</td>
<td>210C</td>
<td>221/223</td>
</tr>
<tr>
<td>210B</td>
<td>203</td>
<td>203</td>
<td>203</td>
<td>203</td>
<td>203</td>
</tr>
<tr>
<td>210C</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
</tr>
<tr>
<td>222 (two times)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>221 or 223</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>203 (six times)</td>
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<table>
<thead>
<tr>
<th>Ethnomusickology</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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</thead>
<tbody>
<tr>
<td>210A</td>
<td>210A</td>
<td>222</td>
<td>210C</td>
<td>221</td>
<td>210B</td>
</tr>
<tr>
<td>210B</td>
<td>a-a elective</td>
<td>n-m elective</td>
<td>a-a elective</td>
<td>n-m elective</td>
<td>a-a elective</td>
</tr>
<tr>
<td>210C</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
</tr>
<tr>
<td>212, 213, 221, 222 or 223 (three times)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>n-m electives (12 units)</td>
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<td></td>
</tr>
<tr>
<td>a-a electives or 299s (12 units)</td>
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<table>
<thead>
<tr>
<th>Musicology</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>210A</td>
<td>210A</td>
<td>222</td>
<td>210C</td>
<td>221</td>
<td>210B</td>
</tr>
<tr>
<td>210B</td>
<td>221</td>
<td>221</td>
<td>223</td>
<td>a-a elective</td>
<td>a-a elective</td>
</tr>
<tr>
<td>210C</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
<td>396</td>
</tr>
<tr>
<td>221, 222 or 223 (six times)</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>a-a electives or 299s (12 units)</td>
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**Notes:**
- MUS 203 Composition Lessons
- MUS 210A Proseminar Theory and Analysis
- MUS 210B Proseminar Musicology and Criticism
- MUS 210C Proseminar Ethnomusickology
- MUS 212 Ethics of Musical Ethnography
- MUS 213 Transcription and Notation
- MUS 221 Topics in Music History
- MUS 222 Techniques of Analysis
- MUS 223 Topics of Ethnomusickology
- MUS 299 Individual Study
- MUS 396 TA units

**n-m elective** non-music graduate level elective from list in degree requirements

**a-a elective** advisor-approved graduate level elective

**This document does not replace the text of the Degree Requirements. This 5-year snapshot is an example only. Variations are expected. Courses may not be offered and need not be taken in this order. This scenario shows a completion of required coursework (48 units) in 2 years.**

2/12/2021 14:53
12) Sources of Funding

Funding is drawn from a combination of teaching assistantships, fellowships from the Office of Graduate Studies, external fellowships, and internal music department endowments earmarked for this purpose.

13) PELP, In Absentia, and Filing Fee Status

Information about PELP (Planned Educational Leave), In Absentia (reduced fees when researching out of state), and Filing Fee status can be found on the Graduate Studies forms page here https://grad.ucdavis.edu/financial-support/forms

14) Leaving the Program Prior to Completion of the Ph.D. Requirements

Students who leave the program prior to completing the requirements for the Ph.D. may still be eligible to receive the M.A. if they have fulfilled all the requirements (see Master’s section). Students can use the Change of Degree Objective form available here https://grad.ucdavis.edu/financial-support/forms