Applying for Admission

**Application Steps for Music (MM) Applicants:**

1. **Complete the entire Graduate Degree Seeking Application** thoroughly. An incomplete application cannot be considered and will be returned to the applicant. Please note: the Commercial Music Track only admits students for fall semesters, therefore, please indicate a fall start term if you are applying for Master of Music Degree in Commercial Music.

2. **Submit the non-refundable application fee of $50.** Checks or money orders should be made payable to Belmont University.

3. **Submit a completed Graduate Studies Music Application Supplement.**

4. **Submit two recommendation forms** (enclosed in this application packet) completed by individuals who know applicant's musical and scholastic abilities.

5. **Submit official transcripts**, from all colleges and/or universities attended, even those from which transfer credits were received. For a transcript to be official, it may not be marked “Issued to Student” or have previously been opened. All official transcripts must be on file with the Office of Admissions before an admissions decision can be made. In addition, applicants with postsecondary course work from foreign institutions must have their transcripts evaluated by a foreign credential evaluation service such as, World Education Services (www.wes.org) or Joseph Silny (www.jsilny.com). The evaluation and all official transcripts must be submitted. Please allow 4-6 weeks for all official transcripts to be received.

6. **Submit a one-page statement** of your goals as a musician and how the goals will be furthered through graduate music study at Belmont University.

7. **Submit a copy of a printed program** from a junior and/or senior undergraduate recital.

8. **Submit a complete undergraduate repertory list** in your principal performing area.

9. **Submit official test scores** from either the GRE or MAT taken within the last five years.

**Applicants to MM in Commercial Music**

Applicants to the MM in Commercial Music must submit a recording. This recording must be submitted and approved prior to scheduling an interview and live audition. Details of the recording requirement are available online at (http://www.belmont.edu/music/degrees/music_graduate/mm_admission_audition/index.html).

**International Applicants**

1. International applicants whose native language is not English must demonstrate proficiency in the English language by submitting official TOEFL scores (required minimum of 550 PBT or 80 iBT) or by successful completion of ELS Language Center Level 112.

2. International applicants with college level course work from foreign institutions must have their transcripts evaluated by a credential evaluation service such as World Education Services (www.wes.org) or Joseph Silny & Associates (www.jsilny.com).

3. In order to be issued an I-20 for the desired entry term, international applicants must be admitted no later than October 1, March 1, or June 1 in order to enroll for the spring, summer, or fall terms respectively.

**Please send all application materials to:**

Belmont University
Office of Admissions
1900 Belmont Blvd.
Nashville, TN 37212
615-460-5434 Fax

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

Belmont University School of Music
1900 Belmont Boulevard
Nashville, TN 37212-3757
Phone: 615-460-8117
robert.gregg@belmont.edu

**Admission Requirements**

Admission requirements are program specific. For a list of the admissions requirements, please visit the admissions website (http://www.belmont.edu/prospectivestudents/graduate/) and click on the program you wish to view. Applications for admission are also program specific so be sure to download and submit the application of the program to which you intend to apply. You can find a list of program applications at (http://www.belmont.edu/prospectivestudents/graduate/).
Belmont University
Degree Seeking Application for Graduate Admission

Applicant Information

Term you are applying for _______________________

Degree you are applying for _______________________

Program you are applying for (check one)

☐ Church Music  ☐ Commercial Music (Fall Only)  ☐ Music Composition  ☐ Music Education  ☐ Pedagogy Keyboard

☐ Pedagogy Instrumental  ☐ Pedagogy Voice  ☐ Performance Keyboard  ☐ Performance Instrumental  ☐ Performance Voice

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

Have you previously applied for admission to Graduate Studies at Belmont University? ☐ Yes  ☐ No

If yes, what program? ___________ for what term? ___________

Have you previously attended Belmont University? ☐ Yes  ☐ No  If yes, for what term? ___________

Personal Data

First Name ___________________________ Middle Name ___________________________ Last Name ___________________________

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

Social Security Number: ___________________________ Email Address ___________________________

Mailing Address Line 1 ___________________________

Mailing Address Line 2 ___________________________

City ___________________________ State/Province ___________ Zip/Postal Code ___________ Country ___________

Home Phone (____) ___________ Work Phone (____) ___________ Cell Phone (____) ___________

Please select your citizenship status  ☐ US Citizen  ☐ Dual US Citizen  ☐ Permanent US Resident  ☐ Other

If you are not a US Citizen, please fill out the International Supplement.

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

Date of Birth _______________ Gender ☐ Male  ☐ Female

Are you a US Armed Services Veteran? ☐ Yes  ☐ No

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

Religious Preference ___________________________

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

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

☐ American Indian or Alaska Native  ☐ Asian  ☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander  ☐ White
**Education Information**

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

**Institution Attended 1**

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

Degree earned/expected: ____________________________ if no degree earned/expected, please leave blank

**Institution Attended 2**

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

Degree earned/expected: ____________________________ if no degree earned/expected, please leave blank

**Institution Attended 3**

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

Degree earned/expected: ____________________________ if no degree earned/expected, please leave blank

**Employer Information (if applicable)**

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<th>Employer Name</th>
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<th>Former Employer Name</th>
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**In case of emergency, notify the person below**

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Background Information

Have you ever been expelled or suspended from any high school or college?

☐ Yes  ☐ No  If yes, please describe in detail:

Have you ever been convicted of (or is any charge now pending against you for) any crime other than a traffic violation?

☐ Yes  ☐ No  If yes, please describe in detail:

References

College of Law applicants are not required to submit letters of reference.

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

1. __________________________________________

2. __________________________________________

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

Signature of Applicant ___________________________ Date ______________________

Visit www.belmont.edu/prospective students/graduate/ in order to confirm individual program requirements. Please forward all materials, including a $50 application fee, to: Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757, or fax to 615-460-5434.

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

☐ Academic Advisor  ☐ Advertisement  ☐ Another College/University  ☐ Belmont Alumnus

☐ Belmont Current Student  ☐ Belmont Faculty/Staff  ☐ College Fair  ☐ Employer

☐ Friend  ☐ GRE  ☐ Internet  ☐ Letter or Email from Belmont

☐ Professional Association  ☐ Publications  ☐ Other

Please provide names and/or details for the source checked above:
Institution Attended 4
College/University Name __________________________________________________________
City __________________________ State/Province ___________ Country ________________
Date attended from (MM/DD/YYYY): _______ to: _______ GPA earned at this college (on a 4.00 scale): _______
Degree earned/expected ________________________________ if no degree earned/expected, please leave blank

Institution Attended 5
College/University Name __________________________________________________________
City __________________________ State/Province ___________ Country ________________
Date attended from (MM/DD/YYYY): _______ to: _______ GPA earned at this college (on a 4.00 scale): _______
Degree earned/expected ________________________________ if no degree earned/expected, please leave blank

Institution Attended 6
College/University Name __________________________________________________________
City __________________________ State/Province ___________ Country ________________
Date attended from (MM/DD/YYYY): _______ to: _______ GPA earned at this college (on a 4.00 scale): _______
Degree earned/expected ________________________________ if no degree earned/expected, please leave blank

Institution Attended 7
College/University Name __________________________________________________________
City __________________________ State/Province ___________ Country ________________
Date attended from (MM/DD/YYYY): _______ to: _______ GPA earned at this college (on a 4.00 scale): _______
Degree earned/expected ________________________________ if no degree earned/expected, please leave blank
Belmont University
International Supplement

First Name ___________________ Middle Name ___________________ Last Name ___________________

Email Address ___________________________ Date of Birth __________________

Mailing Address Line 1 ________________________________________________________________

Mailing Address Line 2 ________________________________________________________________

City ___________________ State/Province ___________ Zip/Postal Code ___________ Country ___________

Home Phone (____) _____________ Work Phone (____) _____________ Cell Phone (____) ____________

List any non-US countries of citizenship __________________________________________________________

Place of birth ________________________________________________________________

City/Town ___________________ State/Province ___________ Country ___________

First language ____________________________

Primary language spoken at home ______________________________________________________________

If you are a Permanent US Resident list your Alien Registration # _______________________________

If you have another citizenship status list your Visa Type _________________________________
Applicant’s Name ___________________________________________________________________________________

Preferred Name ______________________________________                  Date of Birth ____________________________

Country _____________________________________      Email _____________________________________________

Term for which you are applying: _______________

Intended Principal Performing Area:
Students seeking a degree in Church Music or Music Education may indicate conducting as their primary graduate performing area.

Intended Secondary Performing Area: ________________________________

Proposed Culminating Project Track:
☐ Full Recital   ☐ Lecture Recital   ☐ Thesis/Project   ☐ Recording Project (Commercial Music Majors Only)

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

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

Degree Received (ex. BA, BM): ________________ Date Received (MM/DD/YYYY): ________________

Did you perform an undergraduate recital?   ☐ Yes   ☐ No

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

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

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

____________________________________________________________________________________

____________________________________________________________________________________

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____________________________________________________________________________________
Intent to Audition and Interview

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

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

- November 6, 2010 - Spring 2011 admission only (Classical Majors Only)
- February 18, 2011 - Fall 2011 Scholarship/Admission consideration (All Majors)
- March 18, 2011 - Fall 2011 Scholarship/Admission consideration (All Majors)
- April 15, 2011 - Fall 2011 Admission consideration only (All Majors)

- In lieu of an audition, I am submitting a video of a lesson or rehearsal that provides evidence of my teaching ability and musicianship (for MM in Music Education, thesis track only)

*Students applying for the Commercial Music Major are required to submit a pre-audition recording. Please see the website or contact the School of Music for further details.

I will audition in the following area:

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

*Students planning to pursue the MM in Composition must submit a portfolio of their works and also demonstrate competency in an applied area.

Voice type (if auditioning in Voice): ____________________________

Instrument (if auditioning in Instrument): ____________________________

Will you need an accompanist?  ☐ Yes  ☐ No

Accompanists are provided for vocal auditions only.

Graduate Entry Examinations must be taken prior to the beginning of coursework at Belmont. Exams will be given at 10:00 a.m. on the day prior to the first class of the semester. Please contact the graduate secretary if alternate arrangements must be made.
Belmont University
Graduate Programs Recommendation Form

This section to be completed by the applicant

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

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

| Signature: | Date: |

Term you will enter: ________________________

Degree you are applying for: ________________________

Program you are applying for: ________________________

Program Track/Concentration: ________________________

This section to be completed by the evaluator

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

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How long have you known this applicant? __________________________

In what capacity do you know this applicant? __________________________
Is there any aspect of this applicant’s background that might interfere with successful completion of their graduate study?

☐ Yes  ☐ No  If yes, please specify: __________________________________________________________

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

____________________________________________________________________________________

____________________________________________________________________________________

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

____________________________________________________________________________________

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

____________________________________________________________________________________

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

____________________________________________________________________________________

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Please complete this section ONLY IF YOU ARE EVALUATING AN APPLICANT FOR GRADUATE STUDY IN MUSIC:

Music Performance Ability   ☐ ☐ ☐ ☐ ☐ ☐ ☐
Knowledge of music history and theory ☐ ☐ ☐ ☐ ☐ ☐ ☐
Aural Skills ☐ ☐ ☐ ☐ ☐ ☐ ☐

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

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

You may attach any additional comments you feel would help us in assessing this applicant. Please forward this form to: Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757 or fax to 615-460-5434.

Signature: ___________________________ Date: ________________
**Belmont University**  
**Graduate Programs Recommendation Form**

### This section to be completed by the applicant

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Program you are applying for

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Please complete this section ONLY IF YOU ARE EVALUATING AN APPLICANT FOR GRADUATE STUDY IN MUSIC:

| Music Performance Ability    | ☐                    | ☐                     | ☐                      | ☐                    | ☐                       | ☐               |
| Knowledge of music history and theory | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| Aural Skills                 | ☐                    | ☐                     | ☐                      | ☐                    | ☐                       | ☐               |

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

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

You may attach any additional comments you feel would help us in assessing this applicant. Please forward this form to:
Belmont University, Office of Admissions, 1900 Belmont Blvd., Nashville, TN 37212-3757 or fax to 615-460-5434.

Signature: ___________________________________________  Date: ________________
Belmont University
Graduate Application Fee Form

Applicant's Name ___________________________________________________________________________________

Preferred Name __________________________________________                   Date of Birth ________________________

Program Applying for ______________________________________            Term Applying for ________________________

**Instructions:** The $50.00 non-refundable application fee may be paid by check, money order, or credit card. Check or money orders should be made payable to Belmont University.

**Please indicate your method of payment:**

- [ ] Check (Payable to Belmont University)  - [ ] Money Order (Payable to Belmont University)
- [ ] VISA  - [ ] MasterCard  - [ ] Discover  - [ ] American Express

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

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<th>Card Number:</th>
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**Amount to be charged:** $50.00

Cardholder's Name: ________________________________________________

Cardholder's Signature: _____________________________________________