

2018-19 DMA Guidance Committee Information and Instructions

DMA students are required to assemble a Guidance Committee and submit a Guidance Committee Report (GCR) prior to registering for the third semester of classes. The Guidance Committee's role is to determine courses the student is required to complete depending upon prior academic background and to give feedback regarding topics for your document/dissertation/lecture-recital documents. They approve your proposal, assist with recital requirements, and serve as your defense committee. Your Academic Advisor uses the GCR to determine your academic schedule and to confirm that the student has met requirements for graduation.

Each committee is made up of at least four individuals.

- 1.) Your private instructor
- 2.) Faculty member you select from your area
- 3.) Faculty member you select from Theory
- 4.) Faculty member you select from Musicology

The student must use the correct form for their major. These forms can be found at:

<http://www.music.msu.edu/information-for-students/for-graduate-students/forms>

Bring the form to the meeting with each committee member, write down the courses you have taken so far. Discuss required coursework and secure the committee member's signature on the form. The student should then sign the form and submit it to the Graduate Studies Office. FACULTY should not sign a blank Guidance Committee Form.

NOTE: This completed form is considered your formal DMA CONTRACT. The specific courses listed are required to certify your degree. Your committee must approve any deviation from this list, in writing.

PLEASE PRINT CLEARLY and keep a copy of this for your records.

DEADLINE: before Friday, March 29, 2019

Any DMA student who fails to complete this form on time will have an administrative hold placed on their university account and will not be allowed to register for third semester until the report is submitted.

Listen to: *The Scoop* - MSU Graduate Advising podcast at:

<https://msumusicgradadvising.podbean.com/e/episode-4-guidance-committee/>