

## **APPLIED MUSIC HANDBOOK**

**2025 - 2026**

**Grand Rapids Community College**

### **Introduction:**

The following is to serve as a reference guide for those who study **Applied Music** at Grand Rapids Community College as well as our Applied Professors. It is intended to facilitate the operation and administration of all Applied Music instruction.

### **The Mission Statement of the GRCC Music Program:**

The GRCC Music Department is an open access collegiate music department that embraces community, cultivates curiosity, promotes creativity, and inspires dynamic human expression through musical arts.

### **Description of Applied Music:**

**Applied Music** refers to individual private lessons on an instrument or voice. All Applied Music areas require an initial placement assessment or audition. Authorization by the music program director or applied instructor is required for enrollment in Applied Music. Students may enroll in Applied Music for either one credit (thirteen 30-minute lessons) or two credits (thirteen 60-minute lessons). Enrollment in Applied Music is available during Fall, Winter, and Summer semesters.

Applied Music fees must be paid in addition to the contact hour tuition per semester. During the 2024-2025 academic year, the Applied Music fee for 30 minute lessons is \$175. The Applied Music fee for 60 minute lessons is \$350.

Lesson times are scheduled with each individual applied music instructor. Students with an interest in studying Applied Music must contact the Music Program Office, (616) 234-3940, [music@grcc.edu](mailto:music@grcc.edu)

### **Assessment and Placement of Students:**

- All students interested in studying Applied Music are required to have an advising meeting, assessment of applied level, or audition prior to initial enrollment in Applied Music.
- Applied enrollment is restricted and will be facilitated by the music program director. This will ensure that students are enrolled in the correct level and section of Applied Music.

### **Applied Music Credit and Class Time:**

Students studying Applied Music for 1 credit (Applied Secondary) will receive a total of thirteen 30-minute lessons for a total of 6.5 hours of instruction. Students studying Applied Music for 2 credits (Applied Primary) will receive a total of thirteen 60-minute lessons for a total of thirteen hours of instruction. A final exam juried performance evaluation is required of all students studying at the 151-262 levels. A final exam juried performance evaluation is not required for the secondary levels or personal interest levels (MUS 140 & MUS 150). See additional information below

### Applied Music Levels:

- **Applied Music Secondary** (30-minute lessons)
  - 30 minute lessons are 1 credit hour
  - **MUS 140** is designed for students studying an applied instrument, or voice for personal interest.
  - **MUS 141-144 and MUS 243-244** are not required for completion of the Associate of Music degree. Any student may study an instrument or voice at the secondary level if they are interested in gaining additional knowledge and skill. Students studying at the secondary levels are not required to perform a jury unless they have been given permission by the head of keyboard studies to study applied piano as a substitute for the piano techniques sequence. When permission is granted students will study at the 143, 144, 243, and 244 levels followed by a performance jury at the end of the semester.
- **Applied Music Primary** (60-minute lessons)
  - 60 minute lessons are 2 credit hours
  - **MUS 150** is designed for students studying an applied instrument, or voice for personal interest.
  - **MUS 151** is required for all music majors that have not auditioned or whose audition demonstrates a pre-college performance level. Music majors studying at this level will follow a specific rubric designed to prepare them for successful advancement to the freshman level of applied study. MUS 151 is also required for all students who are studying applied music for personal interest.
  - **MUS 152 and MUS 153** may be required for those students whose technical skill and musicianship require additional semesters of applied study in preparation for the freshman level of applied study. (MUS 161)
  - **MUS 161** is the first of four college-levels of applied study required for successful completion of the Associate of Music Degree. Music majors studying at this level will follow a specific rubric designed to prepare them for successful advancement to the MUS 162 level of applied study.
  - **MUS 162** is the second of four college-levels of applied study required for successful completion of the Associate of Music Degree. Music majors studying at this level will follow a specific rubric designed to prepare them for successful advancement to the MUS 261 level of applied study. \
  - **MUS 261** is the third of four college-levels of applied study required for successful completion of the Associate of Music Degree. Music majors studying at this level will follow a specific rubric designed to prepare them for successful advancement to the MUS 262 level of applied study.

- **MUS 262** is the fourth and final college-level of applied study required for successful completion of the Associate of Music Degree. Music majors studying at this level will follow a specific rubric designed to prepare them for successful performance of the Sophomore recital and/or audition at the transfer institution.

**Music majors must perform a successful final exam juried performance evaluation (Jury) for advancement to the next level of applied study. The Applied Jury is graded as pass/fail, and is worth 20% of a student's final grade in applied lessons. Results of the applied jury directly affect the student's final applied lesson grade. Students who fail their jury or who do not perform a required jury cannot earn a grade higher than 80%, or a B- for the semester of applied lessons. This grade will require re-enrollment in the same applied lesson level in a subsequent semester.**

### **Assessing Student Progress in Applied Music Courses:**

- Each student enrolled in applied music will be assessed after midterm by their applied instructor. This assessment will help the student understand more clearly where they stand in their progress and preparation for the jury.
- All students must earn a semester grade of 83% or higher from their applied instructor in order to perform a jury.
- Juries are not required for students studying at a secondary level of applied music with the exception of those studying applied piano to meet the piano techniques requirements.
- A faculty jury panel will determine if the student has met the necessary performance standards for advancement to the next level.
- Students will receive a pass/fail assessment based on their jury performance.
- Students who do not pass their jury will be required to repeat the current level of applied study.
- The jury is worth 20% of the student's final grade in applied music lessons. The applied faculty must adjust the student's final grade in applied study according to the results of the jury. If a student does not complete a jury, their final grade for applied lessons must be lowered by 20%.
- Jury exams are held at the end of each semester. The student's applied instructor must participate in the jury exam.
- Jury exams for MUS 151, MUS 152, MUS 153, MUS 161, MUS 261, and MUS 262 are assessed by the faculty teaching in the student's applied area. If the student is enrolled
- In MUS 262, a sophomore recital may be performed in lieu of a jury exam. See Sophomore Recitals for more information.
- The jury exam for students enrolled in MUS 162 will be assessed by all full-time faculty and the applied instructor.
- Repeated attempts by a student at the 162 level should include consultation between the student, applied instructor and Program Director.
- Sight-reading will be required for all primary level instrumental juries with the exception of MUS 151-153.

### **Performance Class (MUS 103 and MUS 105) Corequisite Requirement**

- All Students enrolled in MUS 151, 152, and 153 must be concurrently enrolled in MUS 103 Applied Performance Class
- All students enrolled in MUS 161, 162, 261, and 262 **must** be concurrently enrolled in MUS 105 Applied Performance Class.
- Literature performed in class must be material the student is currently studying in applied lessons.
- All instrumentalists and vocalists who are performing accompanied literature must rehearse with the collaborative pianist prior to their performance. The collaborative pianist will establish rehearsal and performance policies.

### Sophomore Recitals

Recitals are not a requirement for graduation, however we do recommend that students who are expecting to transfer to a senior institution perform a recital. Students who choose to perform a sophomore recital will follow the procedure listed below:

- Submit the [Recital Intent Form](#) at your MUS 261 performance jury, or by the end of the 2nd week of the semester you intend to perform your recital This form must be approved by your applied instructor and on file in the Music Office to begin the process.
- Complete the [Recital Checklist](#) and secure all required personnel to assist with your recital.
- Perform a Recital Hearing for the music faculty no less than 3 weeks prior to your scheduled recital. The applied instructor must participate in the recital hearing, along with the full time faculty in the student's area of applied study.
- All of the material being performed on the recital must be presented at the hearing. If the student is approved for a recital no substitutions or additions of repertoire may occur after this point.
- If the student does not pass the recital hearing, the student must perform the MUS 262 jury exam.

### Applied Instructor Information

Applied Performance Class MUS 103 and MUS 105, is a required course for all students enrolled in the primary levels of applied lessons. This class is specifically designed for students in the applied music program. The instructor is encouraged to attend when their students perform. The instructor will receive additional compensation for their contributions to performance class

- The instructor is encouraged to report student progress to the full-time music faculty member in charge of the Performance Class section in which the student is enrolled.
- Lessons canceled by the instructor are to be made up at a mutually available time and should be made up within a week of the lesson missed.
- Faculty must schedule 13 lessons each semester.

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- The applied instructor will choose literature for study during each semester which is appropriate to the applied music level in which the student is enrolled. Refer to applied rubrics for each level for more information. Faculty should make every effort to assign all repertoire recommendations no later than the third week of classes.

### Applied Lesson and Jury Rubrics

- [Voice](#)
- [Piano](#)
- [Flute](#)
- [Clarinet](#)
- [Saxophone](#)
- [Trumpet](#)
- [Horn](#)
- [Trombone](#)
- [Euphonium](#)
- [Tuba](#)
- [Percussion](#)
- [Violin and Viola](#)
- [Cello](#)
- [Double Bass and Bass Guitar](#)