

# *Henry & Leigh Bienen School of Music*

## **Policy & Procedures for Study Abroad**

To **BIENEN SCHOOL OF MUSIC** Study Abroad Students:

### **Best Time for Music Students to Study Abroad**

Most of the core requirements for all Bienen School of Music students are offered sequentially. It is recommended by the Bienen School of Music that you complete the sequence of music theory, music history, aural skills, and keyboard skills prior to your study abroad. Usually, the best time for most music students to travel abroad is during the third year.

### **Five-Year Double Degree Students**

Music students in the five-year double degree program with WCAS, McCormick, or Medill are subject to all policy and procedural guidelines set by the additional school. McCormick students should seek the advisement of Assistant Dean Holtgrieve regarding engineering courses. WCAS students are expected to see Assistant Dean Weimer regarding all WCAS requirements. Linda Garton, Assistant Dean in the Bienen School of Music (MAB 110) will address your music requirements for the Music degree.

### **Applied Study (Lessons)**

Credit for applied study abroad is accepted only with approval from your Northwestern faculty studio teacher. If no approval is given, applied lesson credits will transfer back to Northwestern as electives.

### **Ensemble Requirements**

Because most music majors are required to have four full years of a major ensemble, it is best to find an ensemble abroad to help fulfill your requirements. Otherwise, you will need to make up additional ensemble requirements at Northwestern either before or after your study abroad.

### **Substitution of Other Required Music Courses**

Students may petition through the Office of Student Affairs to request the substitution of a music requirement with a course taken during study abroad (e.g., 300-level musicology requirement). Such requests should be made prior to the student's departure.

### **Undergraduate Residence Requirement**

Bienen School of Music students are held to the same general Undergraduate Residence Requirement set by the University:

[http://www.registrar.northwestern.edu/graduation/Undergraduate\\_Residence\\_Requirement.html](http://www.registrar.northwestern.edu/graduation/Undergraduate_Residence_Requirement.html).

### **Distribution Requirement**

Courses taken abroad may be used to satisfy distribution requirements, provided they are substantially similar to courses on the WCAS approved list and conform to the defining language of the distribution requirements. Such approval is not automatic but must be requested from the

Assistant Dean. Courses taken at unaffiliated study abroad programs are usually not acceptable for distribution credit.

**Approval of Credit upon your Return**

When you return to Northwestern, the Assistant Dean must approve the application of study abroad credit to specific program requirements by making special notation on your petition to graduate or on a separate form, which is sent to the Registrar's Office. Please retain all class descriptions, syllabi, papers, readings, and other course materials from your classes overseas; these might be needed to determine the kind of transfer credit you will receive.

**Email**

Email is the primary method of communication between the Bienen School of Music and you while you are abroad. Make sure you maintain and use your Northwestern email.

We wish you a memorable experience during your study abroad!

Linda A. Garton  
Assistant Dean  
Bienen School of Music