# Henry & Leigh Bienen School of Music

# **Policy And Procedures For Study Abroad**

### **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 study abroad is during the third year.

#### **Five-Year Dual Degree Students**

Music students in a five-year dual degree program are subject to all policy and procedural guidelines set by the additional school. Dr. Linda Garton, Assistant Dean in the Bienen School of Music (RCMA 2-115) 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 should submit requests for the substitution of other music requirements (e.g., 300-level musicology requirement) to the Assistant Dean. Such requests should be made prior the student's leave if possible, or via email during the registration period abroad.

#### **Registration Requirement**

Bienen School of Music students are held to the Undergraduate Registration Requirement set by the University. To read the complete policy, visit:

http://www.registrar.northwestern.edu/graduation/undergraduate-registration-requirement.html. For questions, contact the Office of the Registrar.

# **Distribution Requirement**

Courses taken abroad may be used to satisfy distribution requirements, provided they are substantially similar to courses on the WCAS approved list. The Assistant Dean approves distribution courses for four-year Bienen students; five-year students follow the approval process through the non-music school.

#### 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 on a Study Abroad course 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