

Graduate Studies Student Handbook

Master of Arts Music (MA)

School of Music
Graduate Studies



uOttawa

Introduction

This handbook contains current information pertinent to the MA in music. It does not replace the [Graduate and Postdoctoral Studies Academic Regulations](#). It is intended to guide students and faculty through the administrative procedures specific to the School of Music.

General contact information

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Expectations of graduate students in the MA in Music program:

Thesis option:

- To regularly consult with your supervisor in regard to courses, thesis and scholarships as these may vary from year-to-year and on a case-by-case basis.
- To take initiative and independently look into internal and external scholarships through the uOttawa website.
- To take advantage of free French or English course(s) and satisfy the second language requirement.
- To successfully complete degree in 2 years (6 terms).

Research Paper or Course option:

- To regularly consult with your supervisor in regard to courses, research paper (if applicable) and scholarships as these may vary from year-to-year and on a case-by-case basis.
- To take initiative and independently look into internal and external scholarships through the uOttawa website.
- To take advantage of free French or English course(s) and satisfy the second language requirement.
- To successfully complete degree in 1 year (3 terms).

Master of Arts in Music
Thesis option
 2 years (6 terms) program

15 course credits + Thesis Proposal + Master's Thesis

Suggested Course Sequence (version 1)

Please consult your supervisor in regard to specific suggested elective courses and sequence, as this may vary on a case-by-case basis.

	Fall Semester	Winter Semester	Spring / Summer Semester
First Year	<p>Two Courses¹ MUSxxxx (3 units) MUSxxxx (3 units)</p> <p>Additional Requirements: Confirm supervisor & thesis topic² Second language requirement³</p>	<p>One Course MUSxxxx (3 units)</p> <p>MUS7902 Thesis Proposal⁴</p> <p>Additional Requirements: Confirm supervisor & thesis topic² Second language requirement³</p>	<p>THM7999 Master's Thesis⁴</p> <p>Additional Requirement: Progress Report⁵</p>
Second Year	<p>One Course MUSxxxx (3 units)</p> <p>THM7999 Master's Thesis⁴</p> <p>Additional Requirement: Progress Report⁵</p>	<p>One Course MUSxxxx (3 units)</p> <p>THM7999 Master's Thesis⁴</p>	<p>THM7999 Master's Thesis⁴</p>

This chart constitutes a general model – it is the student's responsibility to consult the official program requirements, procedures and academic regulations that pertain to them.

¹ 3 credits must be from 1 of the following compulsory courses:

- MUS5901 Proseminar in Music Theory and Analysis (3 units)
- MUS5903 Proseminar in Musicology (3 units)
- MUS5904 Research Methodologies in Music Pedagogy (3 units)

² Students must select their thesis supervisor and confirm their thesis topic via service request before the end of their second semester. Students who fail to confirm these will be denied enrollment for their fourth semester.

³ Students should take advantage of the second language courses offered by the Official Languages and Bilingualism Institute (OLBI) to improve their competencies in French or English. Students can also choose to complete a test to satisfy the second language requirement.

⁴ **MUS7902 – Thesis proposal and THM7999 – Master's Thesis** are continuous activities. Students must register each term until completed.

⁵ Students must submit their progress report before the end of the fall semester of their second year (fourth session after first enrollment).

Master of Arts in Music
Thesis option
 2 years (6 terms) program

15 course credits + Thesis Proposal + Master's Thesis

Suggested Course Sequence (version 2)

Please consult your supervisor in regard to specific suggested elective courses and sequence, as this may vary on a case-by-case basis.

	Fall Semester	Winter Semester	Spring / Summer Semester
First Year	Two Courses ¹ MUSxxxx (3 units) MUSxxxx (3 units) Additional Requirements: Confirm supervisor & thesis topic ² Second language requirement ³	Two Courses MUSxxxx (3 units) MUSxxxx (3 units) Additional Requirements: Confirm supervisor & thesis topic ² Second language requirement ³	MUS7902 Thesis Proposal ⁴ Additional Requirement: Progress Report ⁵
Second Year	One Course MUSxxxx (3 units) THM7999 Master's Thesis ⁴ Additional Requirement: Progress Report ⁵	THM7999 Master's Thesis ⁴	THM7999 Master's Thesis ⁴

This chart constitutes a general model – it is the student's responsibility to consult the official program requirements, procedures and academic regulations that pertain to them.

¹ 3 credits must be from 1 of the following compulsory courses:

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- MUS5903 Proseminar in Musicology (3 units)
- MUS5904 Research Methodologies in Music Pedagogy (3 units)

² Students must select their thesis supervisor and confirm their thesis topic via service request before the end of their second semester. Students who fail to confirm these will be denied enrollment for their fourth semester.

³ Students should take advantage of the second language courses offered by the Official Languages and Bilingualism Institute (OLBI) to improve their competencies in French or English. Students can also choose to complete a test to satisfy the second language requirement.

⁴ **MUS7902 – Thesis proposal and THM7999 – Master's Thesis** are continuous activities. Students must register each term until completed.

⁵ Students must submit their progress report before the end of the fall semester of their second year (fourth session after first enrollment).

Master of Arts in Music
Research paper
 1 year (3 terms) program

18 course credits + Research paper

Suggested Course Sequence

Please consult your supervisor in regard to specific suggested elective courses and sequence, as this may vary on a case-by-case basis.

	Fall Semester	Winter Semester	Spring / Summer Semester
First Year	<p>Three Courses¹</p> <p>MUSxxxx (3 units) MUSxxxx (3 units) MUSxxxx (3 units)</p> <p>Additional Requirement: Second language requirement²</p>	<p>Three Courses¹</p> <p>MUSxxxx (3 units) MUSxxxx (3 units) MUSxxxx (3 units)</p> <p>Additional Requirement: Second language requirement²</p>	<p>MUS 6099 Research paper³</p>

This chart constitutes a general model – it is the student’s responsibility to consult the official program requirements, procedures and academic regulations that pertain to them.

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- MUS5901 Proseminar in Music Theory and Analysis (3 units)
- MUS5903 Proseminar in Musicology (3 units)
- MUS5904 Research Methodologies in Music Pedagogy (3 units)

² Students should take advantage of the second language courses offered by the Official Languages and Bilingualism Institute (OLBI) to improve their competencies in French or English. Students can also choose to complete a test to satisfy the second language requirement.

³ **MUS6099 – Research paper** is a continuous activity. Students must register each term until completed.

Master of Arts in Music

Course option

1 year (3 terms) program

24 course credits

Suggested Course Sequence

Please consult your supervisor in regard to specific suggested elective courses and sequence, as this may vary on a case-by-case basis.

	Fall Semester	Winter Semester	Spring / Summer Semester
First Year	<p>Three Courses ¹</p> <p>MUSxxxx (3 units)</p> <p>MUSxxxx (3 units)</p> <p>MUSxxxx (3 units)</p> <p>Additional Requirement: Second language requirement ²</p>	<p>Three Courses ¹</p> <p>MUSxxxx (3 units)</p> <p>MUSxxxx (3 units)</p> <p>MUSxxxx (3 units)</p> <p>Additional Requirement: Second language requirement ²</p>	<p>Two among:</p> <p>MUS 6994 Independent Studies in Musical Pedagogy</p> <p>MUS 6995 Directed Readings in Musical Pedagogy</p> <p>MUS5902 Practicum</p>

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² Students should take advantage of the second language courses offered by the Official Languages and Bilingualism Institute (OLBI) to improve their competencies in French or English. Students can also choose to complete a test to satisfy the second language requirement.

Research Paper

Preparation of Research paper

- Must be written under the guidance of a supervisor
- Length is approximately 50-75 pages

Evaluation of Research paper

- The supervisor in consultation with the Director of Graduate Studies will select the second reader
- The final version of the Research Paper must receive the grade of "S" (satisfactory) from both the professor who supervised its preparation and from a second reader

MUS 5902 – Practicum

Requirements before registering to the Practicum

- a detailed proposal describing the aims of the practicum, its relation to the student's program of studies, and the outcomes upon which the student will be evaluated and by whom (1.5 to 2 pages)
- provisional calendar detailing
 - the dates when the student will be in residence at the host organization
 - the dates when the student will meet with and brief the supervising professor at the University of Ottawa
 - the date or dates when the course will end formally and by which all tasks, including final evaluation, must be completed
 - the date when a final grade will be submitted to the University
- approval by the supervisor and the Director of Graduate Studies

Final report

- written by the student and describing the actual outcomes of the practicum in comparison with the initial proposal
- completed within two weeks of the end of the practicum

Thesis Requirements

Thesis Proposal (MUS7902)

The thesis proposal should normally:

- present the subject and goal of the thesis
- introduce the theoretical framework and/or methodology
- include a bibliography

Length of the thesis proposal excluding references should be 25 pages maximum

The student is responsible for submitting a copy of the thesis proposal to each examiner including the supervisor

- the supervisor will schedule the oral presentation when all examiners find the document adequate

Oral defence

- consists of the student and members of the Oral Defence Committee
- usually lasts about 45 minutes
- a student has the option of doing a 5 to 10 minute presentation

Evaluation

- based on the written proposal and the oral examination
- grade given will be S/NS (Satisfactory or Non-Satisfactory)
- evaluating the student's knowledge of his/her subject matter, including methodology and work of other researchers
- Thesis Advisory Committee approves the research plan of the student (with or without modifications)
- Thesis Advisory Committee may ask to review the document before a final approval

Ethics approval

- students whose research project requires ethics approval must prepare an ethics application and submit it for approval by the Research Ethics Board
- a copy of the signed "Report on Thesis Proposal" form (available from the Academic Assistant) is compulsory and must be submitted to the Research Ethics Board with the ethics application

Thesis Writing (MUS7999)

Thesis may be written

- in traditional monograph format or
- article format (one or two articles, as determined by the Thesis Advisory Committee)

An article format thesis normally consists of:

- Part I: review of literature and/or a theoretical framework
- Part II: one or two regular feature **articles**
 - each article must be ready to be submitted for publication to peer-review journal
 - the format of each article can follow the specific requirements of the selected refereed journal
- Part III: a **discussion** as well as a conclusion that integrates the material previously addressed in the article(s)
- Part IV: a **statement of contribution** of collaborators detailing the student's contribution to the articles as well as that of the other authors (if appropriate)
- Part V: a **list of references** based on the whole thesis

Thesis Defence (MUS7999)

The oral thesis defence is open to the public and everyone is welcome:

- usually last between 60-75 minutes
- a student has the option of doing a 10-minute presentation

Once evaluation forms have been received from all examiners, one of three verdicts is determined:

- The thesis is accepted for the oral defence
- The thesis cannot be accepted for the oral defence and must undergo extensive revisions before an oral defence is considered
- The thesis fails to meet the standards required for the degree

The examiners will determine what modifications are needed to make the thesis acceptable.

Second Language Requirement

Once you have enrolled, you should register for the Second Language Requirement.

This requirement must be satisfied before the end of the first year of your program.

Please follow instructions found at the following link:

<https://olbi.uottawa.ca/tests/proficiency-test/school-of-music>