

Marshall University School of Music

MUS 498 - BFA Composition/Theory Capstone Checklist and Permissions

Please keep this checklist in the student's departmental file.

Student's name: _____ ID: _____

Applied teacher (chair of committee): _____

Semester of enrollment for MUS 498: ☐ Fall ☐ Spring ☐ Summer Year: _____

Committee and Chair Approvals

Step	Chair initials	Date
Meeting with chair	_____	_____
Selection of committee	_____	_____
Committee chair's signature: _____	Date: _____	
Committee member's signature: _____	Date: _____	
Committee member's signature: _____	Date: _____	

Capstone Due-Date Agreement

By signing below, I acknowledge that I have met with my Capstone Committee Chair and agreed to the due dates listed for the work associated with my Capstone:

Student's signature: _____ Date: _____

Committee chair's signature: _____ Date: _____

Composition

Requirement	Date
Set date for recital hearing	_____
Submission of program notes	_____
Résumé	_____
Press release	_____
Bound scores	_____
Completion of any/all revisions	_____
Oral examination	_____
Recital	_____

Final grade for MUS 498: _____ Committee chair's initials: _____ Date: _____

Theory

Requirement	Date
Topic approved (by committee)	
Submission of completed paper	
Completion of any/all revisions	
Submission of résumé	
Press release	
Completion of any/all revisions	
Oral examination	
Final grade for MUS 498: _____	Committee chair's initials: _____ Date: _____