

Marshall University School of Music
MUS 499 - BFA Performance/Jazz Studies 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 499: ☐ Fall ☐ Spring ☐ Summer

Year: _____

Committee and chair approvals

Step	Initials	Date
Meeting with chair	_____	_____
Selection of committee	_____	_____

Signatures of committee members

Committee chair's signature: _____	Committee member's signature: _____
Date: _____	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: _____

Capstone milestones

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

Committee chair's initials: _____ Date: _____

Final grade for MUS 499: _____