

**CARNEGIE MELLON UNIVERSITY
SCHOOL OF MUSIC**

**CERTIFICATE IN MUSIC EDUCATION
PROGRAM BOOKLET**

2013-2014

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CARNEGIE MELLON UNIVERSITY SCHOOL OF MUSIC

Certificate in Music Education

The faculty of the School of Music believes that strong teachers are first of all strong performers or strong composers. We view music educators as those who must be competent subject matter specialists and competent specialists in educational practice. This philosophy was superbly articulated by Leonard Bernstein: "To be the best teachers possible, we need to be the best musicians we can be, not teachers who happen to be teaching music, but musicians who specialize in the art of teaching." Thus, all undergraduate students seeking certification in music education must also be a major in either the Performance or Composition option. This means that music education is a viable career option for all music majors.

Graduates of the Certificate program are eligible for licensure to teach instrumental, vocal, and general music (K-12) in the public schools of Pennsylvania and reciprocating states. Certification course work also provides baseline instructional knowledge & skills for instructional practice at the undergraduate level.

The placement record of Carnegie Mellon music educators is outstanding. Our graduates are teaching in colleges and universities, elementary and secondary schools, and in private studios across the nation and in several foreign countries. The pass rate for our certificate students taking the Praxis Series of teacher examinations, required by the Commonwealth of Pennsylvania, is 96%.

The *Certificate in Music Education* program is designed as a five-year curriculum. Students who declare two majors, or add a minor in addition to certification, should expect to extend their time commitment beyond five years. Students interested in music education begin their work in the sophomore year after fulfilling the academic and musical requirements for admission into the education program. Students who delay registration in any certification course, as per the certification Curriculum Sequence, may cause a delay in completing their program.

The course work of each certification student is monitored continuously. If a student's work falls below expectation, the student's candidacy for certification will be placed on probation for one semester. If the deficiency is not remedied after one semester, the student's admission to the Certification program will be cancelled and the student will need to re-apply for admission.

Application due dates are November 1 for spring semester admission and April 1 for fall semester admission.

Admission Requirements for Certification Candidacy

Carnegie Mellon University Undergraduates.

1. Complete the application for the *Certificate in Music Education* program.
2. Minimum cumulative G.P.A. of 3.00.
3. Check of current mid-semester grades.
4. Four (4) Courses: English Composition, English Literature, two (2) mathematics courses
5. Two (2) music class faculty references.
6. Studio teacher endorsement.

Cross-Registration Applicants

1. Complete the application for the *Certificate in Music Education* program.
2. Minimum cumulative G.P.A. of 3.00.
3. Check of current mid-semester grades.
4. Four (4) Courses: English Composition, English Literature, two (2) mathematics
5. On-campus interview and proficiency audition on major instrument and *solfeggio*.
6. Two (2) music class faculty references.
7. Studio teacher endorsement.

Applicants Holding College/University Degrees

1. Complete the application for the *Certificate in Music Education* program.
2. Minimum cumulative G.P.A. of 3.00 with most recent music degree.
3. On-campus interview and proficiency audition on major instrument and *solfeggio* to be determined after a review of the application.
4. Three (3) references who can support academic ability and promise as a music educator.

Course Planning

Plan your certification course work with your advisor. Once a semester course registration is complete, apprise your advisor of any course change that affects your certification course work.

Required Law Enforcement & Medical Clearances

Some certification courses include required field experiences with local K-12 school students. In order to work with, or observe, K-12 students in Pennsylvania, school districts require three law enforcement clearances. Because of processing delays (usually 4-6 weeks), it is best to apply for law enforcement clearances during the summer prior to the academic year in which the clearances will be needed. Students are not permitted to register for courses that require law enforcement and health screening clearances until the clearances are obtained. Act 34 and Act 151 can be obtained through the Gelfand Center on the Carnegie Mellon campus. Provide copies of your clearances to Dr. Ozeas. Copies of your clearances must be on file before the start of the course.

According to the Pennsylvania Department of Education, law enforcement clearances do not have to be renewed during your enrollment as a fulltime student at Carnegie Mellon University, however, some school districts do require a yearly update.

a. Law Enforcement Background Checks

- ◆ Information and forms for these clearances may be obtained by going to the Pennsylvania Department of Education website or to the Gelfand Center.
- ◆ Required law clearances include:
 - The Pennsylvania State police Request for Criminal Records Check (Act 34)
 - The Federal Criminal History Record (Act 114)
 - The Child Abuse History Clearance (Act 151)

b. Health Screening

- ◆ TB Health Screening (may be obtained from Student Health Service)

Currently, the following certification courses require law enforcement and health screening clearances: Observation (57-608), Secondary Guided Teaching (57-355), and Practice Teaching (57-603, 604), Music in the Urban School (57-374).

Application for Student Teaching (57-603, -604)

Submit the Application for Student Teaching by March 1 for a student teaching placement during the fall or spring semester of the following academic year. Applications are available online and must be submitted to Dr. Natalie Ozeas. Students must complete all Certification course work prior to registering for Student Teaching. The Music Education Committee must approve any exception to this policy.

Graduation Requirements for *Certificate in Music Education*

1. Cumulative G.P.A. of 3.00 (includes BFA degree and certification course work).
2. Meet minimum grade requirement in certification courses, as prescribed (see p. 7). Courses for which minimum grades were not earned must be repeated in order for the student to continue in the certification program.
3. Completion of keyboard proficiency.
4. Satisfactory cumulative rating on *Standards of Professional Development*.
5. Passing scores on PAPA & Praxis tests required by the Pennsylvania Department of Education (see p. 4).

PAPA and PRAXIS Professional Assessments for Beginning Teachers

Pennsylvania teacher certification requires beginning teachers to take three Pre-Service Academic Performance Assessment (PAPA) tests and two tests from the Praxis series (see below).

The music education faculty suggests that students complete the PAPA & PRAXIS tests as follows:

Sophomore Year: Pre-Service Academic Performance Assessments (PAPA)

- Reading
- Writing
- Mathematics

Junior Year: Fundamental Subjects: Content Knowledge (0511)

Senior Year: Music: Content Knowledge (0113)

For information on test content and registration for the PAPA & Praxis tests, go to:

<http://www.pde.state.pa.us> > Teachers & Teacher Certification > Testing Requirements

Standards of Professional Behavior

Being an educator involves strong interpersonal skills and disciplined work habits. You must be able to interact with students, work with colleagues, and draw support for music education from the school community and the public. Neither course grades nor standardized test scores alone can fully measure the quality of these essential skills. Therefore, certification course instructors assess your conduct in these important areas by completing the *Standards of Professional Behavior* rubric. The rubric measures the quality of expected behaviors related to social interaction, work ethic, and professional attitude. Satisfactory course grades and satisfactory rubric evaluations are BOTH required for continuation in the Certification Program. Rubrics are graded Pass/Fail.

The rubric presents behaviors for two levels of certification courses:

Level I – Pre-Clinical Courses

Music education courses without a required field experience component.

Level II – Guided Teaching Courses

Music education courses with a required field experience component.

In cases where the rubric is failed, a plan for improvement will be discussed with the student and satisfactory improvement will be expected by the end of the next semester in which certification courses are taken. Failure to remedy the unsatisfactory ratings or to incur new unsatisfactory ratings in the next semester will constitute automatic probationary status in the Certification Program. Probationary status disqualifies students from taking courses that require observation or teaching placements in elementary and secondary schools. Failure to remedy unsatisfactory ratings or to incur new unsatisfactory ratings by the end of the probationary semester will result in dismissal from the Certification Program. Students dismissed from Certification may reapply for admission to the Certification Program following a one-year wait period. A student may appeal a rubric failure or the faculty's decision to dismiss from the Certification Program by following the normal university appeal procedure.

Standards of Professional Behavior
Certificate in Music Education

Name _____ Instructor _____

Course _____ Term _____ Grade (Pass/Fail) _____

- Rubric ratings:
Satisfactory = Demonstrates acceptable performance
Concern = Noticeable need for improvement
Not Satisfactory = Does not meet expected performance standard
- For Level I, a rating of “Not Satisfactory” on one *Section A* indicator or two *Section B* indicators will constitute failure of the rubric. A plan for improvement will be discussed with the student and satisfactory improvement will be expected by the end of the following semester. Failure to improve will result in automatic probationary status in the Certification Program.

Professional Development Indicators	Satisfactory	Concern	Not Satisfactory
Level I: Pre-Clinical Courses			
Section A			
• Communicates accurate subject content knowledge			
• Accepts constructive criticism & improves performance			
• Exhibits collegial behavior with classmates and faculty			
• Daily reliability, e.g., attendance, punctuality, on-time completion of course assignments			
Section B			
• Active participant in class discussion			
• Clearly communicates, verbally and in writing			
Level II: Guided Teaching (Clinical) Courses			
• Communicates accurate subject content knowledge			
• Accepts constructive criticism & improves performance			
• Exhibits collegial behavior with classmates and faculty			
• Daily reliability, e.g., attendance, punctuality, on-time completion of course assignments			
• Demonstrates a comfortable leadership style			
• Exhibits supportive attitude and behavior towards students			

**Certificate in Music Education
Course Sequence
2013-2014**

Freshman Year

All students follow their regular B.F.A. freshman year curriculum.

- * Designated Writing Course/English Composition 9 units

Sophomore Year

- * Introduction to Educational Psychology 9 units
- Observation (see Notes 1,2,3, 11) 3 units
- Principles of Education (see Note 9)..... 9 units
- Vocal Methods 3 units
- EDC 333 Assessment & Adaptation: Students with Special Needs (Chatham) 9 units (3 cr)
- EDU 634 Inclusion: Issues and Strategies (Chatham)..... 6 units (2 cr)

Sophomore Summer

- * Math elective #1 (see Note 4) 9 units
- * English Literature elective 9 units

Junior Year

- Brass Methods (see Note 10) 3 units
- Percussion Methods 3 units
- String Methods 3 units
- Woodwind Methods (see Note 10) 3 units
- + Introduction To Conducting 6 units
- + Choral & Instrumental Conducting 6 units
- Keyboard Studies V (or certification proficiency test) 3 units
- Keyboard Studies VI (or certification proficiency test) 3 units
- Secondary Fretted Instrument 3 units

Junior Summer

- * Math elective #2 (see Note 4) 9 units

Senior Year

- Band & Choral Arranging 6 units
- Marching Band Techniques (see Note 7) or Stage Direction (see Notes 2,8) 3 units
- + Music In The Elementary School 6 units
- + Elementary Guided Teaching (see Note 2) 3 units
- + Music In The Secondary School 6 units
- + Secondary Guided Teaching (see Notes 1,2,3,5) 3 units
- IL 2257 Teaching English Language Learners (Pitt) 9 units (3 cr)

Fifth Year

- Practice Teaching (see Notes 1,2,3,6) 12 units

Notes

- * This course may be transferred from another institution.
- + This course requires a minimum grade of B (undergraduate students) and B- (graduate students).
- 1. This course requires 3 law enforcement clearances and TB health screening (see p. 3).
- 2. This course involves off-campus visits to local schools. Access to a car will be necessary.
- 3. Pre-requisite: Acceptance into the Certificate Program in Music Education.
- 4. A score of 560 on the SAT II Math Level IC Assessment AND AP math credit granted by the University will satisfy both required math courses. Either the SAT II score or AP credit may satisfy one math course. You must provide a copy of your scores to your certification advisor.
- 5. Course Pre-requisites: 2 semesters of conducting, observation, elementary and secondary guided teaching, and all instrumental & vocal methods.
- 6. Completion of all prior certificate program course and proficiency requirements.
- 7. Marching Band Techniques is required for wind and percussion majors, and all other majors declaring a student teaching preference in instrumental music.
- 8. Stage Direction may be elected by voice or piano majors. Involves visits to local schools
- 9. This course is required during the first year of enrollment in Certification.
- 10. This course requires two off-campus field teaching experiences in local schools. Student schedules should allow c. 3 hours to complete each experience.
- 11. This course requires students to complete 20 classroom observations in local schools – multiple observations may be completed at each school visit. Student course schedules should allow enough time to complete these observations – having an open 3-hour block once-a-week is recommended.

**Music Education Certification Curriculum Planning Sheet
2013-2014**

Certification Courses By Semester

Fall Semester	Grade	Comments
Principles of Education (57-331)	9 units	_____
Introduction to Educational Psychology	9 units	_____
Designated Writing Course (76-_____)	9 units	_____
Brass Methods (57-360)	3 units	_____
Percussion Methods (57-361)	3 units	_____
Keyboard Studies V (57-391) (or exam)	3 units	_____
Introduction To Conducting (57-332)	6 units	_____
Marching Band Techniques (57-334)	3 units	_____
Music In The Elementary School (57-375)....	6 units	_____
Elementary Guided Teaching (57-356)	3 units	_____

Spring Semester	Grade	Comments
Vocal Methods (57-607)	3 units	_____
String Methods (57-363).....	3 units	_____
Woodwind Methods (57-362)	3 units	_____
Keyboard Studies VI (57-392)	3 units	_____
Choral & Instrumental Conducting (57-336)	6 units	_____
Band & Choral Arranging (57-333)	6 units	_____
(Optional) Stage Direction (57-370)	3 units	_____
Music In The Secondary School (57-376)	6 units	_____
Secondary Guided Teaching (57-355)	3 units	_____

Fall or Spring Semesters	Grade	Semester	Comments
Observation (57-608)	3 units	_____	_____
Math elective #1	9 units	_____	_____
Math elective #2	9 units	_____	_____
English Literature elective	9 units	_____	_____
Secondary Fretted Instrument (57-107)	3 units	_____	_____
EDC 333 A & A: Students with Special Needs.....	9 units	_____	_____
EDU 634 Inclusion: Issues and Strategies.....	6 units	_____	_____
IL 2257 Teaching English Language Learners...	9 units	_____	_____

Final Semester	Grade	Semester	Comments
Practice Teaching (57-603, 604)	12 units	_____	_____