

SCHOOL OF MUSIC

Keyboard Area Handbook

2024–2025

The Ohio State University School of Music

Caroline Hong, area coordinator

Email: hong.107@osu.edu

368 Timashev Music Building

1900 College Rd.

Columbus, OH 43210

Mailing address:

110 Weigel Hall, 1866 College Rd.

Columbus, OH 43210

music.osu.edu



THE OHIO STATE UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

Keyboard Area Handbook

For Undergraduate and Graduate Piano Majors

For Graduate Students, the content of this publication is intended to supplement the [Graduate Student Handbook](#).

TABLE OF CONTENTS

Course Numbers	3
Jury Requirements and Forms	4–5
Recital Scheduling, Guidelines and Requirements	5–6
• 4505 Junior Recital	
• 4605 Senior Recital	
• 7805 Master’s Recitals	
• 7905, 8905 Doctoral Recitals	
Departmental Recitals	6
Concert Attendance Expectation	6
Ensemble Requirements	7
Concerto Competition Information	7
Change of Degree Plan	7
Change of Studio Policy	7
Other Useful Information	8

COURSE NUMBERS

Applied Piano Courses

2200.11	Applied Piano: Secondary
2201.11	Applied Piano: Piano Major 1 st year (BM, BME, BA)
2216.11	Applied Piano: Music Minor, non-major (audition required)
3401.11	Applied Piano: BME 2 nd year
3402.11	Applied Piano: BM 2 nd year
3403.11	Applied Piano: BA 2 nd and 3 rd year
4501.11	Applied Piano: BME 3 rd year
4502.11	Applied Piano: BM 3 rd year
4601.11	Applied Piano: BME 4 th year
4602.11	Applied Piano: BM 4 th year
6200.11	Applied Piano: Graduate Secondary
7802.11	Applied Piano: MM in Piano Performance
8902.11	Applied Piano: DMA in Piano Performance

Collaborative Courses

2208.01	Small Ensemble: Piano. This number is used for Chamber Music Study: Undergraduate
7208.99	Small Ensemble: Miscellaneous. This number is used for a specific chamber-music project: Graduate
7780.05	Accompanying Practicum: Graduate

Piano Pedagogy Courses

4611	Piano Pedagogy I: Undergraduate
7611	Piano Pedagogy II: Graduate
7612	Piano Pedagogy III: Graduate

Piano Literature Courses

5653.01	Piano Literature I: Undergraduate
5653.02	Piano Literature II: Undergraduate
7852.01	Performance Literature: Graduate

Additional Courses

2202	Sight-Reading for Pianists: Undergraduate
7727	Keyboard Harmony: Graduate

Applied Organ Courses

4193	Applied Organ: Undergraduate Secondary Lessons
6193	Applied Organ: Master's Secondary Lessons
8193	Applied Organ: Doctoral Secondary Lessons

JURY REQUIREMENTS and FORMS

All undergraduate piano students will be expected to participate in a jury once a semester, unless they perform a recital that semester. The length of the jury will be a 10-minute minimum at freshman and sophomore levels (15 minutes for level changes), and a 15-minute minimum at junior and senior levels.

All repertoire for juries will be performed by memory, with the exception of the independent study piece as part of the Sophomore–Senior requirements.

Students will work with their applied teacher to determine the specific repertoire based on their level and interest.

Scheduling a jury time: The GTA will send a schedule one week before the end of classes.

Freshman 1st and/or 2nd Semester Jury Requirements (repeated until passed):

1. Scales — All major, harmonic and melodic minor scales in different dynamic levels, four (4) octaves:
 - BM and BA Performance majors — 16th notes; quarter note = 120
 - BME and BA non-performance majors — demonstrate fluency and accuracy.
2. Major and minor arpeggios, four (4) octaves:
 - BM and BA Performance majors — 16th notes; quarter note = 88
 - BME and BA non-performance majors — demonstrate fluence and accuracy.
3. One memorized repertoire selection chosen in consultation with instructor.
4. The second semester jury serves as a level change, which allows permission to pursue specific degree programs.

Sophomore–Senior Jury Requirements (Memorization of all repertoire is required.)

The following repertoire is required for BM Performance Majors and must be performed on a jury prior to the second semester of the senior year. BME and BA majors are encouraged but not required to fulfill the repertoire requirements.

1. An etude of choice in consultation with your instructor (suggested during sophomore or junior year)
2. A movement of concerto with second piano (suggested during junior year)
3. An independent study piece determined by the area faculty, to be given to student two weeks prior to the jury (suggested during 1st semester of senior year)

Graduate Juries (MM, DMA)

All graduate students will be expected to perform a jury of approximately 15 minutes in a semester they are not performing a recital. The repertoire selections must be taken from the solo or concerto literature and must be memorized. (Permission from faculty required for non-memorized contemporary repertoire).

JURY FORMS

Students are required to complete the **Semester Repertory Sheet (Jury Sheet)**. During the last week of classes, download and complete this fillable Semester Jury Sheet. Then, submit it to your applied music instructor.

[Semester Repertory Sheet](#)

RECITAL SCHEDULING, GUIDELINES and REQUIREMENTS

To begin the process to schedule a recital, refer to [Recital Guidelines](#) under Current Students on the School of Music website. It is recommended that students schedule a recital as early in the process as possible. **Graduate students** must follow the recital protocol found in the School of Music [Graduate Student Handbook](#).

Once the recital has been scheduled, the student will receive the *Recital Guide* with further instructions about various aspects of their recital, including scheduling their dress rehearsal(s). The student is responsible for creating the recital program master copy, including all program notes, which must receive approval of the advisor. Instructions for creating the program is included in the *Recital Guide*.

RECITAL CANCELLATION POLICY

A scheduled recital must be confirmed or cancelled two weeks prior to the scheduled date of the recital. Students will be assessed a \$50 fee for a late cancellation. **This also applies to cancellations of Dress Rehearsals. See the *Recital Guide*.**

4505 Junior Recital

The junior recital is required for the Bachelor of Music, Bachelor of Music Education and Bachelor of Arts degrees. The junior recital is expected to be offered no later than the second semester of study of junior year. The recital must be approximately 30 minutes of solo playing. **Memorization of all repertoire is required.**

For Bachelor of Music Education majors, the final semester of 4501 is considered the final semester of study.

4605 Senior Recital

The senior recital is required for the Bachelor of Music in Performance degree (prerequisite 4602). The graduating recital is normally scheduled during the last semester of study at that level (senior year). The length of the recital (playing time) is expected to be 50 minutes. **All repertoire must be memorized.**

7805 Master's Degree Recitals

MM students are required to perform two recitals 60 minutes playing time each during their course of study. **Memorization of all solo and concerto repertoire is required.**

1. Master's Thesis Recital (7805.01): Solo recital (60 minutes of solo playing).
2. Master's Degree Concerto Recital (7805.02): One recital consisting of at least one complete concerto may be combined with either chamber music or two-piano music, totaling 60 minutes playing time.

7905, 8905 Doctoral Degree Recitals

DMA students are required to perform four (4) recitals during their course of study.

Memorization of all solo and concerto repertoire is required. **

1. Doctoral Preliminary Recital (7905): Solo recital — 60 minutes of solo playing. **
2. Doctoral Recitals (8905): Three recitals—one solo recital, one chamber recital, and one concerto recital, which consists of one or two concertos depending on the length of the concerto(s); each recital totaling 60 minutes playing time. **

** Consult the School of Music Graduate Student Handbook: Approval of repertoire and all changes to the program must be approved by the Master's or Doctoral Committee.

DEPARTMENTAL RECITALS

1. Departmental recitals are held approximately three times each semester in the Timashev Recital Hall or Weigel Auditorium. All piano majors are required to attend.
2. Piano majors are strongly encouraged to attend all recitals presented by piano majors, piano faculty and guest artists.

CONCERT ATTENDANCE EXPECTATION

The School of Music celebrates the wide array of musical traditions, genres, and styles performed throughout our university and the Columbus arts community.

Students are encouraged to attend performances and scholarly presentations by peers and faculty.

- **Attend School of Music events regularly.** Refer to the [Event Calendar](#) for performances by student ensembles, faculty and guest artists, the Lectures in Musicology Series and other events.
- **Expand beyond music.** Attend presentations by your peers in the **Department of Dance**, and **Department of Theatre, Film and Media Arts**.
- **#ColumbusMakesArt.** Many of our Columbus arts partners offer student ticket prices. Visit [Concert Attendance](#) for details.
- **Listen** to [WOSU Classical 101](#) daily.

ENSEMBLE REQUIREMENTS

Undergraduate Students: Consult Curriculum Sheets for individual degree requirements.

Graduate Students: All candidates are required to enroll in any chamber or ensemble course as a pianist or enroll in Accompanying Practicum 7780.05 each semester until candidacy is achieved. Please refer to degree sheets for list of ensemble course numbers.

CONCERTO COMPETITIONS

Undergraduates and Master's Students

A semi-final audition will be held to choose finalists for the competition. Students should prepare a 15-minute audition with sections representative of the full concerto. Students are required to have their concerto choice approved by the orchestra director prior to the preliminary audition. Students are required to audition with a second piano playing the orchestral accompaniment. **Students are required to perform from memory (unless performing a work of an avant garde composer.)** Finalists will audition before the School of Music Concerto Committee.

Doctoral Students

The concerto competition for DMA students is held in the spring. Students must have completed their preliminary recital to be eligible to enter the competition and are required to have their concerto choice approved by the orchestra director prior to the preliminary audition for the piano faculty. A semi-final audition will be held to choose finalists for the competition. Students should prepare a 15-minute audition with sections representative of the full concerto. **Students are required to perform from memory (unless performing a work of an avant garde composer.)**

CHANGE OF DEGREE PLAN

If a student desires to change degree programs, the student must first discuss the change with the applied teacher. If the teacher agrees to the change, the student must inform the piano faculty in advance of the end of semester jury.

CHANGE OF STUDIO POLICY

To request a change of studio teacher assignment, the student must follow the protocol below:

1. Try to resolve any problems with the major teacher directly by discussing your concerns.
2. Schedule an in-person meeting with the Area Coordinator to discuss why you wish to change teachers.
3. Area faculty will do their best to grant the student's request to change teachers.

OTHER USEFUL INFORMATION

Studio Classes: Studio classes are held on Tuesdays (when Departmental recitals are not scheduled) at 11:30 a.m. to provide performance opportunities for students. Ask your teacher for studio times and schedule. Refer to the current [Applied Studio Schedule](#) and consult with your instructor.

Practice Rooms: Most piano-dedicated practice rooms are on the second floor of Weigel Hall. Practice rooms may be reserved at the beginning of each semester and will be available to the designated student at their assigned time throughout the entire semester. [Refer to Practice Rooms](#) for the latest policy.

The room becomes available to others if you arrive more than 15 minutes late to your reserved practice time. If you leave your practice room for more than 15 minutes, the room is considered free, even if you have left your music and possessions in the room.

Practice Room Etiquette: No food or drink is allowed in the practice rooms. Please remove all belongings when you leave the room.

Required Equipment: You are responsible for providing a high-quality lock for your locker, metronome, recording device. Refer to [Student Lockers](#) for the latest policies.

Jury and Departmental Dress: Professional/business casual dress is recommended.