

EASTMAN SCHOOL OF MUSIC  
**GRADUATE CALENDAR - 2023 SUMMER SESSION**

June 26-August 4, 2023

**DMA Written & Oral Comprehensive Exam:**

May 5 (F)	Registration deadline for the June 6 & 7 DMA written exam
June 5 (M)	Lab time for DMA students taking the June comprehensive exam (1:00 p.m.)
June 6 & 7 (T/W)	DMA written comprehensive examination (including PhD students in Composition)
August 4 (F)	Last day for oral examination for the August 2023 conferral

**MA Thesis, Doctoral Research Paper & DMA Dissertation Deadlines:**

May 8 (M)	<b>Fair*</b> copy deadline – dissertations to be distributed to reading committees.
August 4 (F)	<b>Final*</b> copy deadline – submission of one (corrected and unbound) paper copy and one complete copy in digital/electronic format along with a completed UR Research Authorization Form.

**PHD Dissertation Deadlines:**

**August 2023 conferral:**

March 13 (M)	<b>Fair*</b> copy deadline – dissertations to be distributed to reading committees.
April 24 (M)	Fair copy report from the student’s reading committee due to the ESM Graduate Studies Office.
May 8 (M)	<b>Final*</b> copy deadline of dissertations to the ESM Graduate Studies Office (via email).
July 14 (F)	Last day for final oral examination.
July 27 (R) <u>4:00 P.M.</u>	<b>Permanent*</b> copy deadline (after final defense) to <b>ProQuest</b> (details received at defense), and one unbound, paper copy to the ESM Graduate Studies Office

**October 2023 conferral:**

April 10 (M)	<b>Fair*</b> copy deadline – dissertations to be distributed to reading committees.
May 22 (M)	Fair copy report from the student’s reading committee due to the ESM Graduate Studies Office.
June 5 (M)	<b>Final*</b> copy deadline of dissertations to the ESM Graduate Studies Office (via email).
August 4 (F)	Last day for final oral examination.
TBA <u>4:00 P.M.</u>	<b>Permanent*</b> copy deadline (after final defense) to <b>ProQuest</b> (details received at defense), and one unbound, paper copy to the ESM Graduate Studies Office.

**December or March conferral:**

TBA	Deadlines for submission of <b>fair*</b> copies to be distributed to reading committee for students anticipating a December 2023 or March 2024 degree-conferral - please see the 2023-2024 Fall/Spring calendar for further details.
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\*please see reverse side for definitions of “fair”, “final”, and “permanent” copies

## ADDITIONAL INFORMATION

### **PhD and DMA Program of Study:**

PhD and DMA students please note that a complete program of study, prepared in consultation with and recommended by the student's program advisor, must be approved by the appropriate graduate committee by the third semester of doctoral study (normally after 20 credit hours have been taken), and at least four months in advance of the student's qualifying examination. The Graduate Research and Graduate Professional Committees meet four times during the academic year to review programs of study. Please refer to the 2023-2024 Graduate Calendar for agenda deadlines and committee meeting dates. Program of study guidelines are available through the Graduate Office web site: [www.esm.rochester.edu/grad](http://www.esm.rochester.edu/grad)

### **Doctoral Qualifying/Comprehensive Examination:**

Students in the PhD program must satisfy any foreign-language requirements before they are eligible to take the qualifying examination. Students in the DMA program will sit for the comprehensive examination after all academic requirements (i.e., coursework and language exams, if applicable) of the degree and at least two of the performance requirements (plus the departmental jury) have been met. **Any doctoral student taking the written and/or oral qualifying/comprehensive exams during the summer will need to register for it by 5 May 2023. The course number for this special registration is ESM 950: Doctoral Comprehensive Examinations Taken during Summer Session, and will result in a charge of \$775.**

### **Doctoral Essay, and Doctoral Research Project Proposals:**

Proposals must be prepared in consultation with a member of the relevant department(s), and must show endorsement by those persons as well as the departmental chair and program advisor through their signatures on the cover sheet before submission to the relevant Graduate Committee. Please refer to the 2023-2024 Graduate Calendar for agenda deadlines and meeting dates for the GRC and the GPC. Examples of the cover sheet are available through the Graduate Office web site: [www.esm.rochester.edu/grad](http://www.esm.rochester.edu/grad)

### **Summer Advising for MA Students in Music Education:**

Students requiring program advisement for Summer Session should be in touch with the summer 2023 advisor, Professor Alden Snell ([asnell@esm.rochester.edu](mailto:asnell@esm.rochester.edu)). MA MUE students who are writing theses and field projects, or who are developing proposals for theses or for field projects, must register for at least 1 credit with the Registrar/Summer Session office. Before registering for MUE 473 (Field Project) or MUE 495 (Thesis), students should confirm faculty availability with their advisors.

### **PhD Dissertation Defense:**

“Fair” copies of dissertations are in final-draft form, i.e., typed and easily readable by the reading committee.  
“Final” copies incorporate all corrections from the reading committee (before the final defense).  
“Permanent” copies incorporate any additional corrections or changes required as a result of the final examination.

PhD students filing one final copy of their dissertation by the 8 May deadline, anticipating a PhD dissertation defense during 2023 summer session, should make contact with Deanna Phillips in the Graduate Office, Room 103, **at least one month prior**, to obtain information concerning submission of the final dissertation copy. *The final oral examination, scheduled by the ESM Graduate Office, cannot take place until 20 working days have elapsed after receipt of the student's final copy.*

### **Lecture Recital/Independent Study:**

Lecture Recital information sheets and Independent Study Course Proposal forms are available through the Graduate Office web site ([www.esm.rochester.edu/grad](http://www.esm.rochester.edu/grad)) and in the bins outside of the Graduate Office.

*Information concerning all procedures for graduate students is available from the Graduate Office, Eastman School of Music, 26 Gibbs Street, Rochester, NY 14604-2599 (Telephone: 585/274-1560; Email: [dphillips@esm.rochester.edu](mailto:dphillips@esm.rochester.edu)) or through the Graduate Office web site: [www.esm.rochester.edu/grad](http://www.esm.rochester.edu/grad)*