

School of the Arts

**Contemporary Music & Technology
Advanced Diploma
Program Policies**

DATE(S):

1. Next Policy Review:	<u>2023/05/01</u>
2. Admissions & Standards Committee Approval:	<u>2020/06/09</u>
3. Education Council Approval:	<u>2020/06/11</u>
4. Effective:	<u>2020/08/01</u>
5. Previous Revision(s):	

CREDENTIAL(S): Advanced Diploma

PROGRAM OUTCOMES

Upon successful completion of this program, students will be able to:

- communicate effectively in various formats to a variety of stakeholders.
- apply entrepreneurial skills.
- apply developing problem-solving skills.
- outline the importance of professional and ethical behaviour.
- explain terms, concepts, and practices relevant to the music industry.
- use music industry-related technology proficiently.
- function collaboratively in a modern music industry environment.
- demonstrate developing critical and creative thinking skills.

Students in the Contemporary Music & Technology Program are subject to the overall policies affecting all students at Selkirk College, with the following additions. College policies may be viewed on-line at the College website <http://policies.selkirk.ca/college>

PART I: ADMISSIONS

A. ADMISSION REQUIREMENTS

In addition to meeting the general admission requirements to Selkirk College, as outlined in **Policy 8600 Pre Admissions Basic Skills Assessment (College Readiness Tool CRT) and Policy 8611 Admissions 5.1**; applicants to the Contemporary Music and Technology program must meet the following requirements to be considered fully-qualified:

1. Selkirk College Students
 - a) Applicants must be graduates of the Selkirk College Contemporary Music and Technology Program or have comparable (2 years) music education credits from another institution.

2. Non-Selkirk Students
 - a) for advanced technology courses (MUSC 235, 236, 245, 246, 260, 261, 288, 289, 270, 271, as well as Filmmaking I and II) students that have not attended the Selkirk Music Program must demonstrate competency with digital audio software. The Music Program currently uses Pro Tools digital audio software. Completed courses will be evaluated by the Music program to confirm equivalency.
 - b) for performance based courses (MUSC 250, 251, 252, 253, 258, 259) students must demonstrate competency by supplying a recording or video that clearly demonstrates their ability on their instrument. Completed courses will be evaluated by the Music program to confirm equivalency.

B. APPLICATION PROCESS (NON-SELKIRK STUDENTS)

1. Before the applicant's file is considered to be complete, the following must be received:
 - a) a completed application form;
 - b) official transcripts from applicant's previous (minimum) 2 years of post-secondary musical education.
 - c) completion of the College Readiness Tool assessment (CRT)
 - d) the applicant information questionnaire; and
 - e) proof of equivalency for non-Selkirk students intending to take technology and performance based courses. (see #3 above).

Completed applications (except for the audition) are recommended to be submitted to the Registrar's office up to a year in advance but as late as by **April 30th** prior to the start of the next intake of the program. Applications may be accepted after this date with permission of the school chair. Courses and private lessons have limited space available so preference will be given to those that apply early.

2. Part Time Students - Students may **not** enrol in the Advanced Diploma Program on a part-time basis.

C. APPLICATION PROCESS (SELKIRK STUDENTS)

3. Before the applicant's file is considered to be complete, the following must be received:

- a) a completed application form; and
- b) the applicant information questionnaire.

Completed applications are recommended to be submitted to the Registrar's office up to a year in advance but as late as **April 30th** prior to the start of the next intake of the program. Applications may be accepted after this date with permission of the school chair. Courses and private lessons have limited space available so preference will be given to those that apply early.

4. Part Time Students - Students may **not** enrol in the Advanced Diploma Program on a part-time basis.

Private Lesson Eligibility

Students entering the Advanced Diploma may apply for 1 or more Private Lessons. These will be considered on an individual basis according to student need and the availability of department resources.

D. ADVANCE OR TRANSFER CREDIT AND PRIOR LEARNING ASSESSMENT

1. A student may obtain credit for a maximum of 75% of program requirements by Transfer Credit, Advanced Placement, Prior Learning Assessment or combination thereof. *See Policy 8614: Advanced Standing; Course Challenge, PLA, and Transfer Credit.*

PART II: ASSESSMENT, PROMOTION AND GRADUATION

A. ASSESSMENT

1. Grading

Grading will be based on the grades specified in the Contemporary Music and Technology Grading Table. To view the grading tables see *Policy 8612: Grading.*

Note: The grade of "P" is insufficient for promotion to subsequent classes.

2. Assessment Rewrites

- a) In cases where failure of a course prevents a student's progression in the program, a supplemental assessment/re-write may be granted with permission of the instructor and the Program Coordinator. The student must have maintained an average grade of C- or better in the course up to that point.
- b) The result of the supplemental/re-write may replace the original assessment grade of C-.
- c) Supplemental/re-writes must be written within the time period indicated by the instructor.
- d) Students who are absent from an examination due to illness, accident or family emergency may apply to the instructor for permission to be assessed at an alternate time.
- e) Requests to reschedule an assessment to accommodate personal plans will not normally be accommodated.

3. Cheating and Plagiarism

- a) Cheating and plagiarism will not be tolerated. Please refer to College Policy 8618 Cheating and Plagiarism.

B. PROMOTION

1. In order to progress from one semester to the following, each semester must be completed with a GPA of 2.0 ("C" average) or better, and no more than one "F." Students cannot graduate with more than 2 "C-'s."
2. In order to progress from Semester I to Semester II, students must maintain a GPA of 2.0 ("C" average) or better
3. Students who have an Incomplete grade ("I") at the end of any term may be allowed to proceed into the following term on a probational basis. This probation status will normally be permitted to continue only for the specified period permitted for the conversion of "I" grades (within 30 days). The "I" grade must be converted to meet the terms in B.1.

C. GRADUATION (also see College Policy 8617 Graduation)

1. Credential:

Advanced Diploma in a specified major. Majors include: Performance, Production, Composition, Songwriting, and General Studies.

ADVANCED DIPLOMA

Contemporary Music & Technology Year Three					
Semester 1			Semester 2		
Course	Name	Credits	Course	Name	Credits
MUSC 297	CAPSTONE I	4	MUSC 298	CAPSTONE II	4
Electives (minimum 11 credits)			Electives (minimum 11 credits)		
MUSC 250	PRIVATE LESSON III (1 hour)	1	MUSC 251	PRIVATE LESSON IV (1 hour)	1
MUSC 252	PRIVATE LESSON IIIA (half hour)	.5	MUSC 253	PRIVATE LESSON IVA (half hour)	.5
MUSC 250X	PRIVATE LESSON, SECONDARY INSTRUMENT (1 hour)	1	MUSC 251X	PRIVATE LESSON, SECONDARY INSTRUMENT (1 hour)	1
MUSC 252X	PRIVATE LESSON, SECONDARY INSTRUMENT (half hour)	.5	MUSC 253X	PRIVATE LESSON, SECONDARY INSTRUMENT (half hour)	.5
MUSC 256	RECITAL/SHOWCASE PREPERATION I	2	MUSC 257	RECITAL/SHOWCASE PREPERATION II	2
MUSC 258	ENSEMBLE III	2	MUSC 259	ENSEMBLE IV	2
MUSC 260	MIXDOWN & EDITING	2	MUSC 261	MIXDOWN & EDITING	2
MUSC 235	PRODUCTION STUDIO MANAGEMENT I	1	MUSC 236	PRODUCTION STUDIO MANAGEMENT II	1

MUSC 270	RECORDING TECHNIQUES I	2	MUSC 271	RECORDING TECHNIQUES II	2	
MUSC 245	LIVE SOUND PRODUCTION I	2	MUSC 246	LIVE SOUND PRODUCTION II	2	
MUSC 284	COMPOSITION I	2	MUSC 285	COMPOSITION II	2	
MUSC 288	ADVANCED MIDI APPLICATIONS I	2	MUSC 289	ADVANCED MIDI APPLICATIONS II	2	
MUSC 268	SONGWRITING I	2	MUSC 269	SONGWRITING II	2	
MUSC 274	CONTEMPORARY HARMONY III	2	MUSC 275	CONTEMPORARY HARMONY IV	2	
MUSC 282	FILM SCORING I	2	MUSC 283	FILM SCORING II	2	
MUSC 272	IMPROVISATION I	2	MUSC 273	ADVANCED IMPROVISATION	2	
MUSC 162	INSTRUMENTAL LAB - KEYBOARD	1	MUSC 163	INSTRUMENTAL LAB - KEYBOARD	1	
MUSC 290	BUSINESS OF MUSIC	2				
Minimum Semester Credits		15	Minimum Semester Credits		15	
					Minimum Year Credits	30

PART III STUDENT CONDUCT (See also College Policy 3400: Student Code of Conduct)

A. ATTENDANCE

1. Attendance at all scheduled lectures, labs, seminars, lessons, clinics, ensembles, examinations and other learning experiences is mandatory unless the student is given written instructions to the contrary.
2. Students absent from any music course, for any reason, are responsible for the work they have missed. They must make up assignments as required.
3. Absence from learning experiences, for any reason, may preclude the student being able to meet the required objectives for that course.
4. Students claiming illness or compassionate reasons for absence from learning experiences must contact the instructor concerned directly.
5. Students will be required to supply a Attending Medical Professional certificate to substantiate claims of illness.

Other relevant policies:

Policy 3400: Student Code of Conduct

Policy 6550: Protection of Privacy

Policy 8400: Student Appeals

Policy 8600: Pre-Admissions Basic Skills Assessment

Policy 8611: Admission

Policy 8612: Grading

Policy 8613: Evaluation of Student Learning

Policy 8614: Advanced Standing – Course Challenge, PLA, Transfer Credit

Policy 8615: Standards of Academic Progress

Policy 8616: Student Withdrawals and Refunds

Policy 8617: Credentials and Graduation

Policy 8618: Cheating and Plagiarism

Policy 8619: Student Probation

Policy 8620: Interdisciplinary Studies