

College of Charleston  
School of the Arts ~ Department of Music

**APPLIED MUSIC JURIES**

Policies and Procedures

The Applied Music Juries function as a final exam for all students taking applied music lessons for credit. At the end of a semester (usually on the first day after classes end and the first few days of final exams), each student must perform for a jury committee of at least three music faculty members. The only exception is for students who have presented a full-length recital during the current semester or have otherwise been excused by a vote of the full faculty.

The student's teacher will have submitted a grade for the student's work in the course prior to the jury time. This will count as two-thirds of the grade for the course. The combined average of the grades of the individual jury members will count as the remaining one-third of the student's grade for the course. Even if present for the jury, the student's teacher will not submit a grade to be part of the jury grade, but only the previously mentioned grade for the full semester's work.

Letter grades of A, A-, B+, B, etc. will be given by jury members. These grades will then be translated into numbers as follows: A=95, A-=92, B+=88, B=85, B-=82 etc. When these numbers are averaged (representing 1/3 of the total) and combined with the teacher's grade (representing 2/3 of the total), the final average will be figured on the basis of: 90-100=A; 88-89=B+; 80-87=B, etc. (The college uses only simple letter grades and B+ and C+.)

Students who, due to illness, are unable to take a jury during the scheduled time must notify their teacher as soon as possible in advance of the jury so that a new jury time may be arranged. In rare cases, it may be necessary for the student to take an incomplete in the course until the beginning of the next semester, at which time they will need to complete the jury during the first week of classes. (This usually results in the "Incomplete" reverting to an "F" until the jury is complete and a new grade submitted.)

Students who need a staff accompanist to play for their jury need to make their own arrangements for this well in advance of the jury. If necessary, see your teacher to help you do this. Accompanists reserve the right to refuse to play if insufficient time or rehearsal is allowed.

Juries are held in the Recital Hall of the Simons Center for the Arts.