

Non-degree Teacher Certification In Music Education at Butler University

For students holding a Bachelors Degree

Students holding a Bachelors degree from an accredited university may seek music teacher certification at Butler University as a **graduate** non-degree seeking student. (For information on applying as a graduate non-degree student see <http://www.butler.edu/music/graduate-programs/policies-procedures/admissions#non-degree>.) As is required by the Indiana Department of Education, all music teacher certification students must meet the standards for music teachers as outlined by the Indiana Professional Standards Board (<http://www.doe.state.in.us/dps/standards/FineArtsContStds.html>) as interpreted in coursework in the music education program at Butler University.

The Process:

Any person seeking music teacher certification must complete the **Request for Evaluation for Music Education Teacher Certification** form (attached) and submit that to the Coordinator of Music Education. In addition to the application, a current resume and copies of transcripts of all undergraduate and graduate schools attended must be submitted. The Coordinator of Music Education will respond with a **transcript evaluation** that will list all coursework that is required for certification and any additional competencies that are required. (*Note that persons with undergraduate degrees in disciplines other than music will have additional course requirements in music, such that they will complete the requirements for the BA in music at Butler University.*)

Once the transcript evaluation is completed, the prospective music educator must schedule an interview with the Coordinator of Music Education to discuss the evaluation and to develop a plan for completing the certification. Copies of this plan will be given to the Coordinator of Graduate Programs in the School of Music and to the appropriate office in the College of Education.

ADDITIONAL REQUIREMENTS FOR CERTIFICATION

UPPER DIVISIONAL IN MUSIC EDUCATION

In addition to course expectations, all music education students (and music teacher certification students) must demonstrate minimum musical and communication competencies. (These are demonstrated by passing the Upper Divisional in Music Education.) Those competencies are articulated below:

Music Competencies

1. Proficiency on a major instrument.
 - Students with Bachelor's degrees in music can demonstrate this competency by providing copies of recital programs/performances on their major instrument. (These performances must be within 7 years of application date, or additional study may be required.)
 - Students without Bachelor's degrees in music must pass an Upper Divisional on their major instrument. This must be completed before the student may enroll in any upper level (300 and higher) music classes. Additionally, a junior recital may be required. This is to be determined in consultation with the appropriate applied faculty member and the academic advisor (the Coordinator of Music Education.)
2. Proficiency on keyboard and voice.
 - Students are expected to pass a piano proficiency for MUSED majors. The Keyboard Skills Proficiency is divided into five sections as follows:
 - 1) Perform "America" and/or "America the Beautiful" (prepared in advance).
 - 2) Read any two or three parts from a four part vocal score.
 - 3) Transpose a melody line on sight; up or down as requested.

- 4) Harmonize from a lead sheet on sight, using appropriate left-hand accompaniment patterns such as waltz, alberti, etc. (Simply blocking root position chords on downbeats is not appropriate.)
 - 5) Sight-read a simple piano accompaniment from a music textbook. Examples will be taken directly from a K-8 music textbook.
- Students in the Vocal/General track must show vocal proficiency at the junior level. An audition with the voice faculty is required.
 - Students will be asked to sight sing from a basal music series - specific materials and skills necessary for success in the public school music classroom today.

Students who do not pass the Keyboard Skills/Aural Skills Proficiency will be required to take remedial coursework in keyboard and aural skills and re-audition for the music education faculty.

Communication Competencies*

1. Writing proficiency – students must provide writing samples to demonstrate proficiency in written communication skills.
2. Verbal proficiency - students must interview with the music education faculty to demonstrate proficiency in verbal communication skills.
3. PRAXIS I: The Pre-professional Skills Test in Reading, Writing, and Mathematics
 - **For admission to Teacher Education and for Indiana Licensure** the following cutoff scores must be met:

Reading Score	176 and above	(CBT at Prometric Testing Center - 176 and above)
Math Score	175 and above	(CBT at Prometric Testing Center - 175 and above)
Writing Score	172 and above	(CBT at Prometric Testing Center - 172 and above)
4. Field Experience Competencies

Students must present documentation of successful field experiences involving children. (This could include summer camp work or teaching experiences, field experiences connected with coursework at the undergraduate level, or other appropriate experiences.) Documentation should include a written description of the work (including the age of the students, the number of students involved, the number of hours spent with the students, and the type of activities you did with the students), along with an evaluation of your work by a supervisor. Videos are also encouraged. (The prospective teacher must demonstrate abilities to communicate as a leader of a group - preferably in a teaching setting.)

*Demonstration of competence in communication requires presentation of a Professional Teaching Portfolio.

The Professional Teaching Portfolio*

Your professional portfolio should include the following:

1. A current resume
2. Your Philosophy of Music Education
3. A current transcript
4. Documentation of completed field experiences and completed Field Experience Evaluation form
5. A recommendation from the applied instructor
7. A recommendation from the academic advisor

**Specific evaluation forms are available online. Note that this portfolio may be presented in a binder, or may be in digital format – please see the Coordinator of Music Education for specific guidelines for that.*

The UPPER DIVISIONAL IN MUSIC EDUCATION is administered annually during final exam week in the spring semester. Teacher certification students are expected to pass this during their first year in the program. Persons who are unsuccessful with any part of the examination may be required to take remedial coursework.

