

**CHANGE OF MAJOR FROM MUSIC TO ARTS ADMINISTRATION-MUSIC**

Date \_\_\_\_\_

Student name \_\_\_\_\_

I.D. \_\_\_\_\_ Year in school \_\_\_\_\_

Current music degree plan \_\_\_\_\_

Current music advisor \_\_\_\_\_

Instrument/Voice \_\_\_\_\_

Has the student received a music audition award? \_\_\_\_\_

Current Level of AM study \_\_\_\_\_

Number of semesters of AM study completed or in progress \_\_\_\_\_

## Procedure:

1. After discussing the change of major with his/her advisor, the student should schedule an appointment with the Chair of the Arts Administration department. The current Arts Admin Chair is Professor Brenda Johnston (317-940-6043; bljohnst@butler.edu). The student should complete the top portion of this form together with his/her advisor, have the advisor sign the form, and take it to the meeting.
2. Upon meeting with the student and approving the change of major, the Arts Admin Chair will complete a "Major/Program Change Form" which requires the student's signature; Arts Admin Chair will include the new advisor's name on the form. The form will be sent to the School of Music Director, who will facilitate the change of advisor, and who will then forward the form to the JCA Associate Dean.
3. Students who received a JCA Music Award are required to enroll in private lessons at the "Major" level and participate in a major ensemble (appropriate to the instrument/voice for which they received their scholarship) during each semester they are on campus.
4. For students who did NOT receive a JCA Music Award, the Arts Administration-Music curriculum requires 4 semesters of applied music. This will be at the "Secondary" level (1 credit; 30-minute weekly lesson. However, students may request to continue at the "Major" level (2 credits; 60-minute weekly lesson); this request must be approved by the student's applied lesson teacher and the Director of the School of Music.

Signatures (please include the date):

Current Music Advisor \_\_\_\_\_

Arts Admin Chair, approving the change of major \_\_\_\_\_

Student's applied instructor, approving the continuation of major-level lessons (required only for

students who did NOT receive a Music Audition Award \_\_\_\_\_

Director of the School of Music, approving the continuation of major-level lessons (required only for students who did NOT receive a Music Audition Award) \_\_\_\_\_