



CURRICULUM GUIDE & PLAN OF WORK

INSTRUCTIONS FOR STUDENTS

The Plan of Work is an agreement between you, your Program Advisor, and the Graduate Officer. It specifies how and when you will fulfill the requirements for your degree. **A Plan of Work must be approved before you complete 12 credits in your degree program.** If not, a registration hold may be placed on your account. Once approved, your academic rank is advanced from “Applicant Master’s” to “Candidate Master’s.” The form should be completed using Adobe Reader or a similar PDF reader, following these steps:

1. Start at the top of the document. Verify that you have the correct form for your degree program *and* concentration. Then, fill in your **name**, **AccessID** (e.g., xx1234), the **date** the form is completed, and your **Bulletin Year** (the year you began your graduate program). For “**form version**,” select “original” if this is the *first* time you are submitting a Plan of Work for your current degree; select “revised” if this is a *revision* of a previously approved Plan of Work.
2. Next, list all your graduate-level courses, proposed and completed. Depending on your degree program and concentration, some courses may require different information. (Refer to the Graduate Bulletin for details regarding courses.) When filling in fields marked **course**, use the course’s *subject code* (e.g., MUH), four-digit *course number* (e.g., 7380), and *title* (e.g., “Studies in American Music”). If there are parentheses on the line for the name of the course, then write the number of **credit hours** for the course inside them. For **term**, list the semester and year the course was or will be taken (e.g., “F22,” “W23,” etc.). If the course is completed, indicate the grade received in the **grade** field; otherwise leave it blank. For the foreign language exam (if applicable), indicate the language for which you passed the exam. For the thesis (if applicable), write the name of your thesis advisor. For the **oral examination**, indicate the semester and year you intend to complete the exam. *Leave any unused fields blank.*
3. For the **Final Deadline for Degree Completion**, indicate the semester *six years after* the one in which you began your studies, per Graduate School policy. For example, if you began your studies in Fall 2022, you would write “Fall 2028.”
4. Under “Approvals,” sign and date the form.
5. Submit the form to your Program Advisor for review and approval.
6. Submit the form to the department’s Graduate Officer for review and approval. Once approved, you’re done!

HISTORY ELECTIVES & THEORY ELECTIVES

Courses taken to fulfill **History Elective** requirements must have course numbers beginning with MUH 73xx. Courses taken to fulfill **Theory Elective** requirements must have course numbers beginning with MUT 7xxx. Below is a list of courses that may satisfy these requirements:*

<u>Music History (MUH) Courses</u>			<u>Music Theory (MUT) Courses</u>		
Number	Title	Credits	Number	Title	Credits
7315	Seminar in Music History	3	7020	Seminar in Schenkerian Analysis	3
7320	Studies in Renaissance Music	3	7040	Seminar in Twentieth-Century Music	3
7330	Studies in Baroque Music	3	7050	Seminar in Music Theory Pedagogy	3
7340	Studies in Classical Music	3	7070	Advanced Jazz Theory and Analysis	3
7350	Studies in Romantic Music	3	7085	History of Theory	3
7360	Studies in Twentieth-Century Music	3	7200	Special Topics in Music Theory	3
7380	Studies in American Music	3	7992	Directed Study in Theory	1–3
7390	Studies in Jazz History	3			

GENERAL ELECTIVES

General Elective requirements can be satisfied by taking any course at the university that is offered for *graduate credit*. Typically, courses numbered 5000 and above are offered for graduate credit, but some exceptions apply. Always check the course description and attributes in the WSU Graduate Bulletin before registering.

- The [WSU Graduate Bulletin](#) contains detailed information about courses, programs, and policies.
- The [Course Schedule](#) lists which courses are offered in a particular semester.
- For any additional questions, please contact your Program Advisor and/or the department's Graduate Officer.

* As of the date of the last revision of this document, indicated at the bottom of the first page.