

SCHOOL OF MUSIC
IN-HOUSE AGREEMENT TO SERVE ON DMA COMMITTEE
FOR THE PURPOSES OF APPROVING RECITAL CONTENT AND RECITAL EVALUATION
PRIOR TO APPROVING THE REPORT OF THE ADVISORY CONFERENCE

TO THE STUDENT: This form is to be used within the School of Music to establish your doctoral advisory committee prior to filing your Report of the Advisory Conference. **Since your committee must approve in writing the content of all of your degree recitals at least one month prior to the proposed recital date, you should form your committee well in advance of your first recital.**

Remember: Your advisory committee must have a minimum of five members. **The chair must have M3/RM4 Regular Graduate Faculty ranking and all other members must have at least M2/RM3 ranking.** The chair of your committee is usually your major professor. If your major professor has only M2/RM3 ranking, he/she may serve as co-chair with another member of your committee who is M3/RM4. The rest of your committee will consist of a second professor from your major field (or a related field if we have no other professors in your field), a professor of musicology, a professor of music theory, and a Norman-campus professor from outside the School of Music (cannot be a Law School professor).

Some professors are Special Members of the Graduate Faculty and may or may not be eligible to serve on doctoral committees. **Except under extraordinary circumstances, no graduate advisory committee may have more than one Special Member. To find a professor's graduate faculty status and the expiration date of his/her current appointment, go to: <https://webapps.ou.edu/gradweb/GradFaculty.cfm?task=Lname&letter=A>**

TO THE FACULTY MEMBER: By signing below, you are agreeing to serve on the doctoral advisory committee of the student whose name appears herein for the purposes of approving recital content and recital evaluation prior to approving the Report of the Advisory Conference

Student signature _____ Date _____

Major area / instrument _____

Signatures of Committee Members:

<div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div style="text-align: right; margin-bottom: 5px;">_____, Committee Chair</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div>RM or M ranking and expiration date _____</div>
<div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div style="text-align: right; margin-bottom: 5px;">_____, Committee Member</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div>RM or M ranking and expiration date _____</div>
<div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div style="text-align: right; margin-bottom: 5px;">_____, Committee Member</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div>RM or M ranking and expiration date _____</div>
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<div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div style="text-align: right; margin-bottom: 5px;">_____, Committee Member</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px; min-height: 20px;"></div> <div>RM or M ranking and expiration date _____</div>

TO THE STUDENT:

Submit the completed form to the graduate music office (gradmusic@ou.edu) to be made a part of your permanent file.

Keep a copy for your personal records. Your major professor may want a copy also.