2016-2017 Admission Requirements

Artist Diploma

Following are the simple steps to apply for the Artist Diploma program in the Lamont School of Music at the University of Denver. If you have any questions about the process, please contact the Office of Graduate Studies.

Apply Online / Application Deadlines

• Applications for graduate study at the University of Denver must be submitted online.
• All online materials must be received, and all supplemental materials including transcripts must be on file in the Office of Graduate Studies by the program’s stated deadline: December 15. The program admits for the fall quarter only.
• A $65 non-refundable application fee is required for an application to be processed. Application fee waivers are available for McNair Scholars.

Course and Degree Prerequisites and Requirements

• The Artist Diploma program is a highly selective, intensive and focused program of professional studies designed to provide advanced training in the art of musical performance and interpretation.
• Proof of a high school diploma is required; undergraduate and postgraduate degrees are recommended, but not necessary for the Artist Diploma program.

Transcripts

• Applicants are required to submit an official transcript from each post-secondary institution they have attended, or are presently attending, where two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.
• The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
• Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be completed by the program’s stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
• The University of Denver will consider electronic transcripts official from a domestic institution provided by the following approved agencies: Army/American Council on Education Registry Transcript System (AARTS); Docufide/Parchment; National Student Clearinghouse; Naviance; Royall and Company; and Scrip-Safe.
• Paper transcripts should be sent to the following address:
  University of Denver
  Office of Graduate Studies Mary Reed
  Building, Room 5 2199 S. University Blvd. Denver, CO 80208-4802
  Electronic transcripts should be sent to gradinfo@du.edu.

**Language Proficiency**

• Official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) are required of all graduate applicants, regardless of citizenship status, whose native language is not English or who have been educated in countries where English is not the native language. Applications will not be processed until the required TOEFL or IELTS score is received. The TOEFL and IELTS scores are valid for two years from the test date. The minimum TOEFL score accepted by the University is 80 (iBT) or 550 (paper-based). The institution code for the University of Denver is 4842. The minimum IELTS score accepted by the University is 6.0. Graduate Teaching Assistants (GTAs) must demonstrate fluency in spoken English by scoring a 26 on the TOEFL speaking section or 8.0 on the IELTS speaking section. Please see the Graduate Policy Manual for complete English language proficiency requirements.

• Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally-recognized accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.

• Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

• In cases where minimum TOEFL/IELTS scores were not achieved or no English proficiency test was taken, the Artist Diploma program may offer English Conditional Admission (ECA) to academically qualified non-native English speakers. Such applicants must take training through DU’s English Language Center to meet the English language requirement. English language training at centers outside of DU will not be counted toward meeting English language proficiency requirements. International applicants with a three-year baccalaureate degree or any other academic deficiencies cannot be granted English Conditional Admission.

**Test Scores**

• The Graduate Record Examination (GRE) is not required for Artist Diploma applicants.

**Personal Statement**

• A personal statement of at least 300 words is required. Your statement should include information concerning your life, education, experiences, interests and reason for applying to DU. The statement should be submitted via upload through the online application process.
Resume
- A resume is required and should be submitted via upload through the online application process.

Recommendation Letters
- It is optional for all Artist Diploma applicants to submit recommendation letters.
- Conducting applicants: Optional recommendations must come from people who have seen the applicant conduct.

Audition
- Submit a pre-screening video recording via the online application process by December 15. If you successfully pass the pre-screening, you will be invited to Lamont for a live audition/mini-recital.

Financial Support
- To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority deadline; February 15. Information about financial aid can be found on the Office of Financial Aid website. International students are not eligible for federal financial aid.
- Some programs provide competitive awards in the form of fellowships and/or assistantships. Contact your academic program for more information.
- All music applicants are automatically considered for scholarships. There is no additional application necessary. If chosen, music scholarships can range from $1,000 to full tuition.

Application Status
- We encourage you to be actively engaged in the admission process. You can check your application status online. Applicants will receive login information post application submission.

Contact Information
Mail official transcripts and any supplemental admission materials not submitted with the online application to:

University of Denver
Office of Graduate Studies
Mary Reed Building, Room 5 2199
S. University Blvd. Denver, CO
80208-4802

Electronic transcripts should be sent to gradinfo@du.edu. For more information call (303) 871-2706.

International Applicants
- For complete international applicant information, please visit the Office of Graduate Studies International Student Application Information. International applicants are strongly encouraged to have their applications complete, with all materials on file in the admission office, at least eight weeks prior to the program’s application deadline. The Graduate Policies and Procedures provides complete details regarding admission requirements.
Certificate in Music
Following are the simple steps to apply for the Lamont School of Music certificate programs at the University of Denver. If you have any questions about the process, please contact the Office of Graduate Studies.

**Apply Online / Application Deadlines**
- Applications for graduate study at the University of Denver must be [submitted online](#).
- All online materials must be received, and all supplemental materials including transcripts must be on file in the Office of Graduate Studies, by the program’s stated deadline: December 15 for orchestral conducting applicants and January 15 for applicants in all other concentrations. The program admits for the fall quarter only.
- A $65 non-refundable application fee is required for an application to be processed. Application fee waivers are available for McNair Scholars.

**Course and Degree Prerequisites and Requirements**
- Applicants must earn and submit proof of earning the equivalent of a baccalaureate degree from a regionally accredited institution prior to beginning graduate coursework at DU.

**Transcripts**
- Applicants are required to submit an official transcript from each post-secondary institution they have attended, or are presently attending, where two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.
- The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
- Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be complete by the program’s stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
- The University of Denver will consider electronic transcripts official from a domestic institution provided by the following approved agencies: Army/American Council on Education Registry Transcript System (AARTS); Docufide/Parchment; National Student Clearinghouse; Naviance; Royall and Company; and Scrip-Safe.
- Paper Transcripts should be sent to the following address:
  University of Denver
  Office of Graduate Studies
  Mary Reed Building, Room 5
  2199 S. University Blvd. Denver, CO
  80208-4802

  Electronic transcripts should be sent to gradinfo@du.edu.
**Language Proficiency**

Official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) are required of all graduate applicants, regardless of citizenship status, whose native language is not English or who have been educated in countries where English is not the native language. Applications will not be processed until the required TOEFL or IELTS score is received. The TOEFL and IELTS scores are valid for two years from the test date. The minimum TOEFL score accepted by the University is 80 (iBT) or 550 (paper-based). The institution code for the University of Denver is 4842. The minimum IELTS score accepted by the University is 6.0. Graduate Teaching Assistants (GTAs) must demonstrate fluency in spoken English by scoring a 26 on the TOEFL speaking section or 8.0 on the IELTS speaking section. Please see the Graduate Policy Manual for complete English language proficiency requirements.

- Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally-recognized accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.
- Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

**Test Scores**

- The Graduate Record Examination (GRE) is not required for certificate applicants.

**Personal Statements**

- A personal statement of at least 300 words is required. Your statement should include information concerning your life, education, experiences, interests and reason for applying to DU. The statement should be submitted via upload through the online application process.

**Resume**

- A resume is required and should be submitted via upload through the online application process.

**Recommendation Letters**

- Suzuki applicants: Two (2) letters of recommendation are required. Recommendations must speak to the applicant’s character because of the interaction students in the program will have with both the general public and children.
- It is optional for all other applicants to submit recommendation letters.
- Conducting applicants: Optional recommendations must come from people who have seen the applicant conduct.

**Auditions**

- Jazz and Commercial Music Certificate applicants: Submit a pre-screening video recording via the online application process.
• Voice Certificate applicants: Submit a pre-screening video recording via the online application process.
• All other Certificate applicants need to schedule and complete a Music Audition. **Audition information** and requirements can be found online.
• Suzuki applicants: Students who are enrolling for the University of Denver Suzuki Cello or Violin Certificate program, are required to receive acceptance for teaching training through the Suzuki Association of the Americas guidelines. (The Suzuki Association is responsible for all Suzuki teacher training that takes place in the Americas and approves and supports the University of Denver Lamont School of Music as a university long-term training center for Suzuki Method Violin and Cello.) A video of your performance must be sent into the Suzuki Association. For audition guidelines, please visit [http://suzukiassociation.org/teachers/guides/audition](http://suzukiassociation.org/teachers/guides/audition).

**Financial Support**

• To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority deadline; February 15. Information about financial aid can be found on the **Office of Financial Aid** website. International students are not eligible for federal financial aid.
• Some programs provide competitive awards in the form of fellowships and/or assistantships. Contact your academic program for more information.
• There is a special tuition rate for certificate programs. It is one half of regular tuition for degree students at the University of Denver.
• All music applicants are automatically considered for scholarships. There is no additional application necessary. If chosen, music scholarships can range from $1,000 to full tuition.

**Application Status**

• We encourage you to be actively engaged in the admission process. You can check your **application status online**. Applicants will receive login information post application submission.

**Contact Information**

Mail official transcripts and any supplemental admission materials not submitted with the online application to:

University of Denver  
Office of Graduate Studies  
Mary Reed Building, Room 5 2199  
S. University Blvd. Denver, CO  
80208-4802

Electronic transcripts should be sent to gradinfo@du.edu. For more information call (303) 871-2706.

**International Applicants**

• For complete international applicant information, please visit the Office of Graduate Studies International Student Application Information. International applicants are strongly encouraged to have their applications complete, with all materials on file in the admission office, at least eight weeks prior to the program’s application deadline.
The Graduate Policies and Procedures provides complete details regarding admission requirements.

**Master of Arts in Music**
Following are the simple steps to apply for the Master of Arts in Music at the University of Denver. If you have any questions about the process, please contact the Office of Graduate Studies.

**Apply Online / Application Deadlines**
- Applications for graduate study at the University of Denver must be submitted online.
- All online materials must be received, and all supplemental materials including transcripts must be on file in the Office of Graduate Studies, by the program’s stated deadline: January 15. The program admits for the fall quarter only.
- A $65 non-refundable application fee is required for an application to be processed. Application fee waivers are available for McNair Scholars.

**Course and Degree Prerequisites and Requirements**
- Applicants must earn and submit proof of earning the equivalent of a baccalaureate degree from a regionally accredited institution prior to beginning graduate coursework at DU.
- Applicants without an undergraduate degree in music must complete additional requirements. Please contact the Lamont Admission Office for details: email – musicadmission@du.edu or phone - 303-871-6973.

**Transcripts**
- Applicants are required to submit an official transcript from each post-secondary institution they have attended, or are presently attending, where two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.
- The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
- Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be completed by the program’s stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
- The University of Denver will consider electronic transcripts official from a domestic institution provided by the following approved agencies: Army/American Council on Education Registry Transcript System (AARTS); Docufide/Parchment; National Student Clearinghouse; Naviance; Royall and Company; and, Scrip-Safe.
- Paper Transcripts should be sent to the following address:
  University of Denver
  Office of Graduate Studies Mary
  Reed Building, Room 5 2199 S.
  University Blvd. Denver, CO
  80208-4802
Electronic transcripts should be sent to gradinfo@du.edu.

**Language Proficiency**
- Official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) are required of all graduate applicants, regardless of citizenship status, whose native language is not English or who have been educated in countries where English is not the native language. Applications will not be processed until the required TOEFL or IELTS score is received. The TOEFL and IELTS scores are valid for two years from the test date. The minimum TOEFL score accepted by the University is 80 (iBT) or 550 (paper-based). The institution code for the University of Denver is 4842. The minimum IELTS score accepted by the University is 6.0. Graduate Teaching Assistants (GTAs) must demonstrate fluency in spoken English by scoring a 26 on the TOEFL speaking section or 8.0 on the IELTS speaking section. Please see the Graduate Policy Manual for complete English language proficiency requirements.
- Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally-recognized accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.
- Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

**Test Scores**
- The Graduate Record Examination (GRE) is required for MA applicants. Scores must be received directly from the appropriate testing agency by the program’s stated deadline. The institution code for the University of Denver is 4842.

**Personal Statements**
- A personal statement of at least 300 words is required. Your statement should include information concerning your life, education, experiences, interests and reason for applying to DU. The statement should be submitted via upload through the online application process.

**Resume**
- A resume is required and should be submitted via upload through the online application process.

**Recommendation Letters**
- Three letters of recommendation are required. Letters should be solicited and uploaded by recommenders through the online application system. Requests for letters should be sent to recommenders well in advance so the letters are on file by the application deadline.

**Essay or Research Paper**
- Required for all MA applicants.
• Musicology and Music Theory applicants must submit an essay or research paper on a topic in musicology, ethnomusicology, or music history. This paper should demonstrate critical and independent thinking in conjunction with the appropriate use of primary and secondary sources.
• Please submit your paper through the online application process.

**Video of Teaching**
• Required for MA in Musicology applicants only.
• Please submit, along with your other materials, a 5-10 minute video of your teaching—either a single student or a group.
• Please submit your video to the online application process.

**Financial Support**
• To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority deadline; February 15. Information about financial aid can be found on the Office of Financial Aid website. International students are not eligible for federal financial aid.
• Some programs provide competitive awards in the form of fellowships and/or assistantships. Contact your academic program for more information.
• All music applicants are automatically considered for scholarships. There is no additional application necessary. If chosen, music scholarships can range from $1,000 to full tuition.
• To be considered for a GTA in Theory, please provide syllabi from your undergraduate theory courses. In addition, please ask your recommenders to comment on your teaching abilities, or your potential. We will ask accepted students to take a keyboard and sight-singing test via Skype.

**Application Status**
• We encourage you to be actively engaged in the admission process. You can check your application status online. Applicants will receive login information post application submission.

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Electronic transcripts should be sent to gradinfo@du.edu. For more information call (303) 871-2706.

**International Applicants**
• For complete international applicant information, please visit the Office of Graduate Studies International Student Application Information. International applicants are strongly encouraged to have their applications complete, with all materials on file in the admission office, at least eight weeks prior to the program’s application deadline.
The Graduate Policies and Procedures provides complete details regarding admission requirements.

Master of Music
Following are the simple steps to apply for the Master of Music at the University of Denver. If you have any questions about the process, please contact the Office of Graduate Studies.

Apply Online / Application Deadlines
• Applications for graduate study at the University of Denver must be submitted online.
• All online materials must be received, and all supplemental materials including transcripts must be on file in the Office of Graduate Studies, by the program’s stated deadline: January 15. The program admits for the fall quarter only.
• A $65 non-refundable application fee is required for an application to be processed. Application fee waivers are available for McNair Scholars.

Course and Degree Prerequisites and Requirements
• Applicants must earn and submit proof of earning the equivalent of a baccalaureate degree from a regionally accredited institution prior to beginning graduate coursework at DU.
• Applicants without an undergraduate degree in music must complete additional requirements. Please contact the Lamont Admission Office for details: email – musicadmission@du.edu phone - 303-871-6973.

Transcripts
• Applicants are required to submit an official transcript from each post-secondary institution they have attended, or are presently attending, where two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.
• The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
• Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be complete by the program’s stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
• The University of Denver will consider electronic transcripts official from a domestic institution provided by the following approved agencies: Army/American Council on Education Registry Transcript System (AARTS); Docufide/Parchment; National Student Clearinghouse; Naviance; Royall and Company; and Scrip-Safe.
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Electronic transcripts should be sent to gradinfo@du.edu.

**Language Proficiency**

- Official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) are required of all graduate applicants, regardless of citizenship status, whose native language is not English or who have been educated in countries where English is not the native language. Applications will not be processed until the required TOEFL or IELTS score is received. The TOEFL and IELTS scores are valid for two years from the test date. The minimum TOEFL score accepted by the University is 80 (iBT) or 550 (paper-based). The institution code for the University of Denver is 4842. The minimum IELTS score accepted by the University is 6.0. Graduate Teaching Assistants (GTAs) must demonstrate fluency in spoken English by scoring a 26 on the TOEFL speaking section or 8.0 on the IELTS speaking section. Please see the Graduate Policy Manual for complete English language proficiency requirements.
- Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally-recognized/accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.
- Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

**Test Scores**

- The Graduate Record Examination (GRE) is not required for master of music applicants.
- Master of Music in Piano Pedagogy applicants are strongly encouraged to take the GRE. Scores must be received directly from the appropriate testing agency by the program’s stated deadline. The institution code for the University of Denver is 4842.

**Personal Statements/Essay**

- A personal statement of at least 300 words is required. Your statement should include information concerning your life, education, experiences, interests and reason for applying to DU. The statement should be submitted via upload through the online application process.
- Piano Pedagogy Applicants: Applicants must submit a research paper related to music education/pedagogy, such as one written during undergraduate study.

**Resume**

- A resume is required and should be submitted via upload through the online application process.

**Recommendation Letters**

- Three letters of recommendation are required. Letters should be solicited and uploaded by recommenders through the online application system. Requests for letters should be sent to recommenders well in advance so the letters are on file by the application deadline.
Auditions
- Jazz and Commercial Music applicants: Submit pre-screening audition via the online application process.
- Voice applicants: Submit pre-screening audition via the online application process.
- All other performance applicants: Schedule and complete your music audition. 
  [Audition information] and requirements can be found online.
- Composition applicants: Submit a portfolio of at least two scores to the online application process. One of these scores must be notated by hand (not by computer). Recordings are optional but encouraged.

Financial Support
- To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority deadline; February 15. Information about financial aid can be found on the Office of Financial Aid website. International students are not eligible for federal financial aid.
- Some programs provide competitive awards in the form of fellowships and/or assistantships. Contact your academic program for more information.
- All music applicants are automatically considered for scholarships. There is no additional application necessary. If chosen, music scholarships can range from $1,000 to full tuition.

Application Status
- We encourage you to be actively engaged in the admission process. You can check your application status online. Applicants will receive login information post application submission.

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International Applicants
- For complete international applicant information, please visit the Office of Graduate Studies International Student Application Information. International applicants are strongly encouraged to have their applications complete, with all materials on file in the admission office, at least eight weeks prior to the program’s application deadline.

The [Graduate Policies and Procedures] provides complete details regarding admission requirements.