



Bilkent University

Department of Music

STUDENT HANDBOOK

2024-25

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INTRODUCTION

This Handbook explains the requirements and procedures that need to be followed in order to attain a major or minor in music. It also provides supplementary information regarding requirements that may not be explained in the college catalog. Comments and proposed changes are always encouraged and will be included in future editions as appropriate. The music program at Bilkent University provide breadth and depth of musical performance and academic experience. Music majors will work closely with a music faculty advisor on the requisite planning to pursue their goals. It is each student's responsibility to seek the assistance and counsel of their advisor.

1. UNDERGRADUATE CURRICULUM

All music majors follow a single curriculum. Students can study in three different tracks, instrumental performance, composition and voice. Students in each track need to take appropriate courses in the elective pools.

COLLEGE CORE CURRICULUM (16 courses, 40 Credits)

- ENG 101& 102 English and Composition I & II
- TURK 101 & 102 Turkish I & II
- HIST 200 History of Turkey
- GE 100 Orientation
- GE250 I & II Collegiate Activities Program I & II
- HCIV 101 & 102 History of Civilization I & II
- MATH 103 Thinking Mathematically I
- CS 121 Introduction to Computer Applications and Programming
- COMD 358 Professional Communication
- One Science core elective
- One Social Science core elective
- One Humanities core elective

MUSIC CORE CURRICULUM (11 courses, 18 credits)

- 3 Concerts/Recitals
- MSC 121-122 Basic Musicianship (Test out is possible)
- MSC 171 & 172 Music Theory Group
- MSC 173, 174, 273 & 274 Music History Group

STUDIO LESSON ELECTIVES - 6 courses 4 credits each (24 credits total)

Individual weekly lessons with the instrument/voice/composition professor

GRADUATION PROJECT ELECTIVES - 2 courses 4 credits each (8 credits total)

Individual instrument/Voice/Composition lessons in the 7th and 8th semesters

APPLIED MUSIC ELECTIVES - 8 Courses 2 credits each (16 credits total)

Orchestra/Choir/Ear-training/Conducting courses

TRACK SPECIFIC ELECTIVES - 6 courses 3 credits each (18 credits total)

Courses that are specifically designed for your major: Instrument/Voice/Composition

MUSIC THEORY AND LITERATURE ELECTIVES- 2 courses 3 credits each (6 credits total)

RESTRICTED ELECTIVES- 3 courses 3 credits each (9 credits total)

TOTAL: 139 Bilkent credits, 241 ECTS

1.1 Instrumental Performance Track

Musicianship Requirement

MSC 121 Fundamentals of Musicianship I
MSC 122 Fundamentals of Musicianship II

Music Theory Requirement

MSC 171 Theory I: Fundamentals
MSC 172 Theory II: Harmony and Voice Leading
MSC 271 Theory III: Modal Counterpoint (in Music Theory and Literature Electives)
MSC 272 Theory IV: Classical Form (in Music Theory and Literature Electives)

Music History Requirement

MSC 173 Origins of Western Music: From Antiquities to Baroque
MSC 174 Opera and Instrumental Music in the Baroque Period
MSC 273 Music in Europe during the Age of the Enlightenment
MSC 274 19th Century Music and Modernity

Instrument Requirement (in Studio Lesson Electives)

MSC 131 Instrument I
MSC 132 Instrument II
MSC 231 Instrument III
MSC 232 Instrument IV
MSC 331 Instrument V
MSC 332 Instrument VI
MSC 431 Instrument VII (in Graduation Project Elective)
MSC 432 Instrument VIII: (in Graduation Project Elective)

Concert Requirements

MSC 100 Freshman Concert
MSC 200 Sophomore Concert
MSC 300 Junior Concert

Chamber Music (in Track Specific Electives)

MSC 133 Chamber Music I
MSC 134 Chamber Music II
MSC 233 Chamber Music III
MSC 234 Chamber Music IV
MSC 333 Chamber Music V
MSC 334 Chamber Music VI

Chamber Music VII and VIII can be taken within the Restricted Elective pool.

Orchestra (in Applied Music Elective)

- MSC 103 Symphony Orchestra I
- MSC 104 Symphony Orchestra II
- MSC 203 Symphony Orchestra III
- MSC 204 Symphony Orchestra IV
- MSC 303 Symphony Orchestra V
- MSC 304 Symphony Orchestra VI
- MSC 403 Symphony Orchestra VII
- MSC 404 Symphony Orchestra VIII

Fundamentals of Musicianship

MSC 121 and 122 are non-credit courses designed for students who don't meet the required level of musicianship skills. Placement and exemption exams are given at the beginning of the semester. These courses are prerequisites for all history courses, so it is highly recommended that students finish these courses in their first year. The exempted students from MSC 121 and 122 may take Music History courses.

Lessons

Each student taking instrument lessons is assigned to a faculty member for private instruction. Individual instruction is given in two-hour lessons. Students are entitled to 14 two-course hour lessons per semester. Five credits of instrument lessons are taken each semester for eight semesters. The instrument teacher selects the repertoire according to the guidelines. The instrument board must approve this program. Students cannot work on a piece that they have previously presented to an instrument or chamber music jury. Students are responsible for declaring if they have previously played any of the pieces before a jury.

Syllabus/Semester Program

Instrumental teachers must complete a syllabus in the first week of the semester and submit it to the Instrument Committee for approval.

Scheduling and Canceling Lessons

Students are expected to adhere to their scheduled hours for lessons and examinations. The Department of Music holds the student responsible for such appointments except in case of emergency or, if for good reason, the student cancels the lesson at least 24 hours in advance. The teacher is not obliged to make up for unexcused absences or lessons canceled for non-emergency reasons.

Teachers are obliged to give each student 14 two-hour lessons during the course of each semester. They are responsible for setting up a make-up class if they miss any of these meetings.

Grading

There are two midterm evaluations:

1. Week 7. Technical Assessment (except brass instruments - they fill out teacher assessment evaluation forms). %25 of the final grade.
2. Week 11. Teachers assess students' cooperation, commitment, preparedness, attentiveness, progress, and other indications of effort toward technical development and musical growth. %15 of the final grade. The dates of these assessments are posted at the beginning of each term.

Jury Examinations are held during the final examination period. The exact dates are announced at the beginning of the semester. Juries consist of 5 or 7 members. The majority of jury members come from student's field of study. Jury evaluation determines %60 of the final grade.

Passing the final exam is a mandatory requirement for successfully completing this course. Regardless of performance in the midterm exams, if a student receives a grade of "F" on the final exam, they will automatically fail the course.

Chamber Music Requirement

There are six compulsory Chamber Music courses: MSC 133, 134, 233, 234, 333, 334. Two additional chamber music courses MSC 433 and 434 can be taken as Restricted Electives. At the beginning of each term, the chamber music committee determines which ensembles students will participate in. The pieces to be studied are selected by the chamber music teachers and approved by the committee at the start of the term. One of the fundamental principles of the program is that the pieces must be studied in their entirety, covering all movements. However, in exceptional circumstances, the committee may approve the study of only specific sections of a piece. Selecting a piece for the chamber music course that has already been studied in the instrument lessons is prohibited.

Structure and lessons

The Chamber Music Committee determines chamber music groups. Students are placed in Chamber Music groups according to the level of their instruments. Students and faculty may submit requests regarding to the type of ensemble they want to be in. Chamber music groups meet once a week for 2 hours.

Grading

Teacher's assessment of student's cooperation, commitment, preparedness, attentiveness, progress, and other indications of effort toward technical development and musical growth. %40 of the final grade. Chamber Jury Examinations are held during the final examination period in the concert hall. Ensembles should be prepared to present the full program. The exact dates are announced at the beginning of the semester. Jury evaluation determines %60 of the final grade. Regardless of performance in the midterm exams, if a student receives a grade of "F" on the final exam, they will automatically fail the course.

Orchestra and Choir Requirement

There are eight compulsory Orchestra/ courses: MSC 103, 104, 203, 204, 303, 304, 403 and 404. It is the main student orchestra, which meets from 10:40 to 12:30 every Tuesday and Thursday.

Piano and guitar students can take the choir courses regarding ensemble requirements: MSC 153, 154, 253, 254, 353, 354, 453, 454. Bilkent choir meets from 10:40 to 12:30 on Thursdays.

Concert Requirements

The primary goal of these recitals is to encourage students to perform regularly in front of an audience and to keep their repertoire fresh and ensure they are ready when a concert opportunity arises. These recitals serve as an excellent opportunity for students to prepare for the concert world by developing their repertoire and ensuring they are ready whenever a concert opportunity arises. Students should view these recitals as a chance to practice for a real concert experience, rather than merely treating them as practice for final juries. For more detailed information, please refer to the bullet points provided in item 3.

1.2 Composition Track

Ear Training and Musicianship Requirements

- MSC 121 Fundamentals of Musicianship I
- MSC 122 Fundamentals of Musicianship II
- MSC 153 Bilkent Chorale I
- MSC 154 Bilkent Chorale II
- MSC 181 Ear Training I (in Applied Music Elective)
- MSC 182 Ear Training II (in Applied Music Elective)

Music Theory Requirement

- MSC 171 Theory I: Fundamentals
- MSC 172 Theory II: Harmony and Voice Leading
- MSC 271 Theory III: Modal Counterpoint (in Music Theory and Literature Elective)
- MSC 272 Theory IV: Classical Form (in Music Theory and Literature Elective)
- MSC 321 Tonal Counterpoint (in Track Specific Elective)
- MSC 322 Post-Tonal Theory (in Track Specific Elective)
- MSC 323 Theory and Analysis of Sonata Forms (in Track Specific Elective)

Music History Requirement

- MSC 173 Origins of Western Music: From Antiquities to Baroque
- MSC 174 Opera and Instrumental Music in the Baroque Period
- MSC 273 Music in Europe during the Age of the Enlightenment
- MSC 274 19th Century Music and Modernity

Composition Requirement (in Studio Lesson Elective)

- MSC 111 Composition I
- MSC 112 Composition II
- MSC 211 Composition III
- MSC 212 Composition IV
- MSC 311 Composition V

MSC 312 Composition VI
MSC 411 Composition VII (in Graduation Project Elective)
MSC 412 Composition VIII: Graduation Project (in Graduation Project Elective)

Instrumentation/Orchestration Requirements (in Track Specific Elective)

MSC 113 Notation
MSC 114 Instrumentation
MSC 213 Orchestration

Score Reading and Conducting (in Applied Music Elective)

MSC 315 Score Reading I
MSC 316 Score Reading II
MSC 326 Conducting I
MSC 425 Conducting II

Fundamentals of Musicianship

MSC 121 and 122 are non-credit courses that are designed for students who don't meet the required level of ear training. Usually, in the entrance examinations, students may pass these courses, and they will be exempted.

Lessons

Each student taking composition lessons is assigned to a faculty member for private instruction. Individual instruction is given in two-hour lessons. Students are entitled to 14 lessons per semester.

Syllabus/Semester Program

Composition teachers must complete a syllabus in the first week of the semester and submit it to the Composition Committee for approval. The program on the syllabus will be the program the student must present in the final jury examination.

Grading

1- Teacher's assessment of student's cooperation, commitment, preparedness, attentiveness, progress, and other indications of effort toward technical development and musical growth. %30 of the final grade
2- Jury Examinations are held during the final examination period. Exact dates are announced in the beginning of the semester. Juries consist of 5 or 7 members. The majority of jury members come from student's field of study. Jury evaluation determines %60 of the final grade.

Passing the final exam is a mandatory requirement for successfully completing this course. Regardless of performance in the midterm exams, if a student receives a grade of "F" on the final exam, they will automatically fail the course.

Ear Training Requirements

After taking MSC 122, students must take at least two more Ear Training courses according to their level. If the students took MSC 121 and 122, they continue with the next level courses. Students who have

studied Ear Training before can test out these courses. In this case, may take some other courses in lieu of ear training.

Department Seminars

Weekly composition seminars are part of composition lessons. They meet between 15:40 and 17:30 every Friday. Participation in seminars is mandatory for all composition students. Attendance and participation in seminars constitute %10 of the student's grade in the composition course.

Concert Requirements

MSC 100 Freshman Concert
MSC 200 Sophomore Concert
MSC 300 Junior Concert

Concert courses are also non-credit courses. If the student has registered for the course, he/she needs to fill out the online Concert/Recital Program Notification Form. Failure to fill out the form on the indicated deadline may cause an U (unsatisfactory) grade.

Students need to have one of their pieces performed in a public concert. If no faculty members are able to attend, students can submit the program and the recording (if available) to the composition committee.

1.3 Voice Track

Musicianship Requirement

MSC 121 Fundamentals of Musicianship I
MSC 122 Fundamentals of Musicianship II

Music Theory Requirement

MSC 171 Theory I: Fundamentals
MSC 172 Theory II: Harmony and Voice Leading
MSC 275 Vocal Literature American and English/Italian (in Music Theory and Literature Electives)
MSC 276 Vocal Literature German/French (in Music Theory and Literature Electives)

Music History Requirement

MSC 173 Origins of Western Music: From Antiquities to Baroque
MSC 174 Opera and Instrumental Music in the Baroque Period
MSC 273 Music in Europe during the Age of the Enlightenment
MSC 274 19th Century Music and Modernity

Voice Requirement (in Studio Lesson Electives)

MSC 151 Singing Voice I
MSC 152 Singing Voice II
MSC 251 Singing Voice III
MSC 252 Singing Voice IV
MSC 351 Singing Voice V

MSC 352 Singing Voice VI
MSC 451 Singing Voice VII (in Graduation Project Elective)
MSC 452 Singing Voice VIII: (in Graduation Project Elective)

Concert Requirements

MSC 100 Freshman Concert
MSC 200 Sophomore Concert
MSC 300 Junior Concert

Diction Requirements (in Track Specific Elective)

MSC 155 Diction English/Italian
MSC 156 Diction German/French

Pedagogy Requirements (in Track Specific Elective)

MSC 355 Pedagogy I: Anatomy of the Voice
MSC 356 Pedagogy II: Technique applications

Acting (in Track Specific Elective)

THEA 181 Acting Techniques I
THEA 182 Acting Techniques II

Orchestra (in Applied Music Elective)

MSC 153 Bilkent Chorale I
MSC 154 Bilkent Chorale II
MSC 253 Bilkent Chorale III
MSC 254 Bilkent Chorale IV
MSC 353 Bilkent Chorale V
MSC 354 Bilkent Chorale VI
MSC 453 Bilkent Chorale VII
MSC 454 Bilkent Chorale VIII

Fundamentals of Musicianship

MSC 121 and 122 are non-credit courses that are designed for students who don't meet the required level of musicianship skills. Placement and exemption exams are given in the beginning of the semester.

Lessons

Each student taking singing lessons is assigned to a member of the faculty for private instruction. Individual instruction is given in two-hour lessons. Students are entitled to 14 two-hour lessons per semester. 4 credits of singing lessons are taken each semester for eight semesters.

Syllabus/Semester Program

All teachers must fill out a syllabus in the first week of the semester and submit it to the Instrument Committee for approval.

Scheduling and Canceling Lessons

Students are expected to adhere to their scheduled hours for lessons and examinations. The Department of Music holds the student responsible for such appointments except in case of emergency or, if for a good reason, the student cancels the lesson at least 24 hours in advance. The teacher is not obliged to make up for unexcused absences or lessons canceled for non-emergency reasons.

Teachers are obliged to give each student 14 two-hour lessons during the course of each semester. If they miss any of these meetings, they are responsible to set up a make-up class.

Grading

There are two midterm evaluations in weeks 7 and 11.

Teacher's assessment of student's cooperation, commitment, preparedness, attentiveness, progress, and other indications of effort toward technical development and musical growth. %40 of the final grade. Jury evaluation determines %60 of the final grade.

Jury Examinations are held during the final examination period. The exact dates are announced at the beginning of the semester. Juries consist of 5 or 7 members. The majority of jury members come from student's field of study. Jury evaluation determines %60 of the final grade.

Passing the final exam is a mandatory requirement for successfully completing this course. Regardless of performance in the midterm exams, if a student receives a grade of "F" on the final exam, they will automatically fail the course.

Choir Requirement

There are eight compulsory Choir courses: MSC 153, 154, 253, 254, 353, 354, 453 and 454. The university choir meets from 10:40 to 12:30 every Thursday.

2. FINAL JURIES

Juries are held at the end of each semester. They function like final examinations for instrumental or composition lessons. Students must fill *Final Program Form* (Müzik Final Programı Bildirim Formu) by the given deadline. Students perform prepared pieces for faculty members and are graded on their performance. All students must perform a jury at the end of each semester. Any student who does not perform a jury without a valid medical report will receive a failing FX grade in lessons for that semester. The dates of juries coincide with final examinations. Instructors cannot excuse students from final examinations for any reason. Students are, therefore, requested not to ask for event permission during their scheduled final times. Juries consist of 5 or 7 members. The majority of these jury members will be from students' major area of study.

Passing the final exam is a mandatory requirement for successfully completing this course. Regardless of performance in the midterm exams, if a student receives a grade of "F" on the final exam, they will automatically fail the course.

During their graduation year, students do not perform a jury examination for "MSC 431 Instrument VII: Graduation Concert I". In this class, the final grade is determined entirely by the course instructor. Students take "MSC 432 Instrument VIII: Graduation Concert II" in their eighth and final semester. This course acts like a normal instrument course except the final jury consists of two concerts, a recital and a concerto, and they are open to the public. The final grade is determined by only jury evaluation.

Jury Grades

A: Excellent - meets completely or exceeds all expectations

A-: Very successful - meets all expectations; some deficiencies should be completed for the highest level

B+: Very good - meets many expectations, some deficiencies should be completed

B: Good - generally speaking in good level but should step up to overcome some deficiencies

B-: Close to good level - there are some significant deficiencies

C+: Above average - Level is sufficient but there are some significant deficiencies that should be overcome

C: Average - Level may be sufficient but there are serious deficiencies

C-: Below average - At the mediocre level. working tempo should be increased

D+: Attention! - There are critical deficiencies in many aspects

D: Attention! - At the lowest level of acceptable level

F: Unsuccessful

Fx: If you miss the final exam without a valid health report, you will receive an Fx

Fz: If you exceed the teacher's allowed absences during the semester, you will receive an Fz.

3. CONCERT REQUIREMENTS

Concert/Recital Course Guidelines

Overview:

- Concert courses are non-credit courses, typically taken in the fall semester. Students enrolled in the course must complete the appropriate form by the deadline. If a student registers for the course but fails to give the recital in the fall semester, they will receive a "P" (Progress) grade and must fulfill the concert requirement in the spring semester. Failure to do so will result in a "U" (Unsatisfactory) grade.

Recital Program Requirements:

- The recital program must be finalized by the end of the 4th week of the semester. Students should refer to the academic calendar for the exact date.
- Students are required to specify their recital programs and preferred dates through the form provided by the Music Department, which must be completed by the deadline.

- The recital must be at least 40 minutes in duration. Only one-fourth of the program can be selected from the student's current semester repertoire. The remaining works should be drawn from the student's broader repertoire, including pieces from previous semesters, but not those performed in past recitals.
- All program proposals are evaluated based on duration, content, and quality. Students may be asked to revise their programs accordingly.

Venue and Scheduling:

- Recitals are typically held at the Ahmet Adnan Saygun Hall or Studio 242 after 5:30 PM.
- Students are responsible for reserving the venue for their recital by contacting Sinem Özcan at the high school office.
- After the jury is determined, any cancellations or changes to the recital date must be processed through the appropriate form, with all necessary signatures obtained. Failure to follow this process will result in an automatic "U" (Unsuccessful) grade.

Program Content and Performance:

- The program may include pieces with piano accompaniment, solo sonatas, solo suites, and other solo pieces.
- All movements of sonatas must be performed, but selected movements can be played in suites. Concertos are not permitted in recitals.
- Etudes, caprices, pieces with piano accompaniment, and solo suites/sonatas for string instruments must be played from memory. For piano recitals, the entire program must be performed from memory.

Recital Cancellations and Changes:

- Any changes to the program must be submitted in writing to the relevant administrative assistant at least 10 days before the recital date, with the signed approval of the artistic department coordinator.
- If a recital is canceled without proper approval after the jury has been determined, the student will receive a "U" grade.

Grading:

- Grading in mandatory recital courses is conducted on a five-point scale. However, the end-of-semester grade will be recorded as either "Successful" or "Unsuccessful."
- The jury's evaluation will be separately communicated to the students.

Recital course for Composers

For composers, the recital course requires that at least one of their compositions be performed in public. This performance can take place in an on-campus or off-campus concert. Composers must submit the concert program to the Music Department Office. Additionally, they must complete the appropriate form by the 4th week of the semester.

4. ADVISING

4.1 Assignment of Faculty Advisors

Upon entering the Department of Music, each student is assigned a faculty advisor. Students are strongly encouraged to maintain regular contact with their faculty advisors regarding all academic matters, including degree program planning, petitions, advisement, and obtaining necessary signatures for academic actions, recitals, and final projects. Meeting with your advisor at least once per semester before course registration is highly advisable to ensure a well-organized and effective study plan. All formal registration requests (such as petitions, study outlines, terminal projects, and requests for leaves or extensions) must carry the signature of the student's advisor, regardless of whether the advisor approves the requested action. Students can find their assigned faculty advisor listed in the SRS system. Advisors are assigned by the Department Chair, who may provide supplementary advising when a student's primary advisor is unavailable.

4.2 Area of Study Coordinators (Sanat Dalı Koordinatörleri)

Each area of study is assigned a coordinator who oversees the study of each area. The students are encouraged to contact their coordinators if they have specific problems concerning their instrumental or compositional study.

Instrument/Composition Coordinators

Elena Postnova, violin (elenapostnova@yahoo.com)
Yukiyo Hirano, viola (yukiyokame@gmail.com)
Verda Çavuşoğlu, violoncello (verdademirel@hotmail.com)
Burak Noyan, double bass (bnoyan@bilkent.edu.tr)
Selen Özyıldırım, woodwinds (akcoraselen@gmail.com)
Cem Güngör, brass (cemg@bilkent.edu.tr)
Aydın Mecid, percussion (mecid@bilkent.edu.tr)
Zerin Rasul, piano (zarema@bilkent.edu.tr)
Kağan Korad, guitar (korad@bilkent.edu.tr)
Jennifer Tipton, voice (jennifer.tipton@bilkent.edu.tr)
Ülkemin Akbaş composition (ulkeminakbas@gmail.com)

Other Coordinators

Yiğit Aydın, Erasmus and exchange (yaydin@bilkent.edu.tr)
Adelya Ateşoğlu, chamber music (ozan.evruk@gmail.com)
Elif Onay, Wednesday concerts (eliffish@yahoo.com)

4.3 Administrative Personnel

Melis Sağlam, Faculty secretary (Tel: 2275, melis.saglam@bilkent.edu.tr)
Ebru Ercan, Dean's Office Administrative Assistant (Tel: 1387, eebru@bilkent.edu.tr)
Damla Vural, Music Department Administrative Assistant (Tel: 2273, damla.vural@bilkent.edu.tr)

5. UNDERGRADUATE PETITION PROCESS

Petitions may be submitted for any of the following purposes. Please fill out the required forms. Forms can be obtained from the Music Department Office.

- Final Program Submission form (<https://forms.gle/u3pd8vBKeHe5TYMk8>)

- Concert/Recital Program Notification Form (<https://forms.gle/w9Fsnwi9NhxxQE948>)
- Change of Teacher Request form (may be obtained from the department administrative assistant)

PLEASE NOTE: Changing instrument teachers is not a simple matter and should not be requested without careful thought. This request is subject to the area committee's approval.

- Off-campus activity form (may be obtained from the department administrative assistant)

6. COURSE GUIDELINES AND SPECIAL PERMISSIONS

Class participation is an important part of the Music Department. You are expected to come to each class prepared and contribute to the class. There are no allowances for absences, and the department will not issue any exemptions or permissions for your absences.

6.1 General guidelines for attendance

In Bilkent University, each instructor are responsible to determine their attendance guidelines. These are always indicated in the syllabus. If you have questions about a course's attendance policy, please do not hesitate to ask.

Generally, students with more than three unexcused absences from studio lessons will automatically receive a failing "Fz" grade.

6.2 Cheating and Plagiarism

Disciplinary action is taken regarding a student suspected of cheating or plagiarising during an exam, an assignment, a report, or any other assessment. Should the student be found guilty, in addition to the appropriate penalty, the student is given a grade of zero from that particular assessment. Please refer to http://ascu.bilkent.edu.tr/Academic_Honesty.pdf for further information and university-wide policy about academic integrity and honesty.

6.3 Medical Reports, Make-ups

For reports issued elsewhere than Bilkent Health Center, you need to get your medical report approved at Bilkent Health Center. Students with a valid medical report who missed a Midterm or a Final due to illness are given a make-up exam. No make-ups can be given for exams missed if your report is late or has not been approved by Bilkent University Health Center.

6.4 Off-campus activity request (Üniversite dışı etkinlik izin formu)

If you attend an off-campus concert or similar activity, you need to fill out the appropriate form. However, this form does not grant you permission to be absent from the courses. It is important to check with your teacher and let them know your absence beforehand.

Similarly, if you attend an on-campus concert, you will not be exempt from the courses. You will still be considered absent. If you don't want to be penalized for absences, please plan accordingly and come to every class that you can.

7. PREPARATORY PROGRAM

7.1 Music courses during the English Preparatory Program

If a student is accepted directly to the undergraduate program but is unsuccessful at the English Examination, he/she takes an individual instrument or composition lesson during the English Preparatory year. These lessons are designed to benefit you as a musician. They will help you to be prepared for a rigorous undergraduate program. Therefore it is highly advised that you attend the courses regularly. Students are not required to perform in juries during the English Preparatory Program.

7.2 Music Preparatory Program

Music preparatory no longer exists as of Fall 2021. You will automatically start undergraduate education if you successfully complete the English Preparatory Program.

8. GRADUATION

During graduation year (Semesters VII and VIII), students work towards their final concert or project.

Instrument Students

Instrument and voice students prepare one final program to be presented at the end of their eighth semester. During MSC 431 Instrument VII course, they start working towards their graduation recital. In this class, they do not appear before a jury and are solely graded by their instructors. In MSC 432 Instrument VIII: Graduation Concert, they present their program before a conveyed jury. %40 of their final grade comes from two midterms graded by the instructor and %60 from the final jury.

The final graduation concerts are always performed in their entirety. Cutting short or skipping a movement would result in a serious grade decrease.

Composition Students

Composition students in their final year work towards a single project. In their seventh semester, they take MSC 411 Composition VII. In this class, they don't appear before a jury, and their final grade is solely determined by their composition teacher. In their eighth semester, they take MSC 412 Composition VIII: Graduation Project in which they present their graduation project to the composition jury.

9. SCHOLARSHIPS

Bilkent University only awards merit scholarships that are based on academic achievement. The university does not give any need-based scholarships or other similar financial aids.

Merit Scholarship

Scholarship adjustments are made according to significant trends of students' academic achievement. The most important criterion is the students' instrument/composition grades given by the jury exams. However their GPA and AGPA is also considered during evaluation. It is important to note that scholarships are not normally adjusted either way by sudden changes in

students' grades. Long term (biannual or annual) trends are taken into consideration. Students are expected to graduate at the end of their 8th semester. Failing to do so may also jeopardize their scholarship status.

If the students would like to inform the committee members about their achievements in their field, they may fill out form C_4 "Burs için Öğrenci Portfolyo". However this is not mandatory and students will be subject to scholarship evaluations even if they do not fill this form.

English Preparatory Program

Any scholarship loss due to failure in the English Program is reinstated once the students successfully complete the English preparatory program and start the undergraduate degree. This reinstatement is automatic. Students do not need to fill out any form.

10. RULES REGARDING THE USE OF BUILDINGS, ROOMS AND PIANOS

10.1 USE OF FACULTY BUILDING STUDY ROOMS

Practice room rules

- Study rooms can be used until the building closes at 22:30.
- Each student will be assigned to a practice room at the beginning of the semester. You can use this room for the assigned times. You can access the programs with the QR code on the classroom door.
- To use AASUS or rehearsal rooms like 242, 215, and 244, you need to fill out the appropriate [Rehearsal Room Reservation Form](#).
- Providing private lessons for a fee in instrument practice rooms is strictly prohibited. Violating this rule will result in disciplinary action.
- Instrument practice rooms are designated solely for musical practices. Their use for eating, drinking, resting, or similar purposes is strictly prohibited.
- The consumption of food and beverages is not allowed in the instrument rooms, and water bottles should never be placed on pianos.
- Users are responsible for the safety of their personal belongings while using the room. Instruments and personal items should not be left unattended in the rooms, and Bilkent University Faculty of Music and Performing Arts is not responsible for lost items.
- Rooms must be left clean after use.
- Bilkent Concert Hall is not available for student concerts or other projects. However, if you would like to use the hall for a recording, it may be possible depending on the hall's availability. In those cases, you may book the hall for a short time for your recording.

10.2 PIANO TUNING

Pianos in the classrooms are tuned at the beginning of each term. If piano tuning is required for the classrooms or other problems in the room. Fill out the [Practice Room Report Form](#). There is no need to make a special request before concerts or exams. However, if the pianos still need tuning, the faculty secretariat can be contacted.

10.3 LIBRARY

The central library at Bilkent is open to all Bilkent members, allowing borrowing of books and other materials as well as access to other facilities. The library boasts an extensive sheet music collection and digital resources, making it a recommended resource for use during classes.

10.4 AUDIO AND VIDEO RECORDINGS AND EQUIPMENT

The school's audio and video recording equipment can be borrowed for 24 hours, with borrowing procedures managed by the dean's office.

11. IMPORTANT LINKS

- Undergraduate Study Regulations (Lisans ve Ön Lisans Eğitim-Öğretim Yönetmeliği)
<http://w3.bilkent.edu.tr/www/lisans-ve-on-lisans-egitim-ogretim-yonetmeliği/>
- English Preparatory Program Regulations (İngilizce Hazırlık Programı Eğitim-Öğretim ve Sınav Yönetmeliği)
<http://w3.bilkent.edu.tr/www/ingilizce-hazirlik-programi-egitim-ogretim-ve-sinav-yonetmeliği/>
- Exchange Programs (Değişim programları)
<http://w3.bilkent.edu.tr/www/degisim-programlari/> (TUR)
<http://w3.bilkent.edu.tr/bilkent/outgoing-students/> (ENG)
- Music Department Curriculum
<https://stars.bilkent.edu.tr/homepage/curriculum.php?DEPT=MUS>
- Performing Arts Department Curriculum
<https://stars.bilkent.edu.tr/homepage/curriculum.php?DEPT=THEA>
- Health Center Student Medical Report Guidelines
<http://w3.bilkent.edu.tr/bilkent/student-medical-report-guidelines/>
- Library
<https://library.bilkent.edu.tr/>

ORCHESTRAL INSTRUMENTS

First Year	
Autumn Semester	
ENG 101 English and Composition I	
GE 100 Orientation	
MATH 103 Thinking Mathematically I	
MSC 100 Freshman Concert	
MSC121 Fundamentals of Musicianship I	
MSC 171 Theory I: Fundamentals	
TURK 101 Turkish I	
Applied Music Elective (1/8)	MSC 103 Symphony Orchestra I
Studio Lesson Elective (1/6)	MSC 131 Instrument I
Track Specific Elective (1/6)	MSC 133 Chamber Music I
Spring Semester	
S 121 Introduction to Computer Applications and Programmin	
ENG 102 English and Composition II	
MSC122 Fundamentals of Musicianship II	
MSC 172 Theory II: Harmony and Voice Leading	
TURK 102 Turkish II	
Applied Music Elective (2/8)	MSC 104 Symphony Orchestra II
Studio Lesson Elective (2/6)	MSC 132 Instrument II
Track Specific Elective (2/6)	MSC 134 Chamber Music II
Second Year	
Autumn Semester	
GE 250 Collegiate Activities Program I	
HCIV 101 History of Civilization I	
MSC 173 Origins of Western Music: From Antiquities to Baroque	
MSC 200 Sophomore Concert	
Mus. Theory and Lit. Elective (1/2)	MSC 271 Theory III: Modal Count.
Applied Music Elective (3/8)	MSC 203 Symphony Orchestra III
Studio Lesson Elective (3/6)	MSC 231 Instrument III
Track Specific Elective (3/6)	MSC 233 Chamber Music III
Spring Semester	
GE 251 Collegiate Activities Program II	
HCIV 102 History of Civilization II	
MSC 174 Opera and Instrumental Music in the Baroque Period	
Mus. Theory and Lit. Elective (2/2)	MSC 272 Theory IV: Classical Form
Applied Music Elective (4/8)	MSC 204 Symphony Orchestra IV
Studio Lesson Elective (4/6)	MSC 232 Instrument IV
Track Specific Elective (4/6)	MSC 234 Chamber Music IV
Third Year	
Autumn Semester	
COMD 358 Professional Communication	
MSC 273 Music in Europe during the Age of the Enlightenment	
MSC 300 Junior Concert	
Applied Music Elective (5/8)	MSC 303 Symphony Orchestra V
Studio Lesson Elective (5/6)	MSC 331 Instrument V
Track Specific Elective 5/6)	MSC 333 Chamber Music V
Spring Semester	
HIST 200 History of Turkey	
MSC 274 19th Century Music and Modernity	
Applied Music Elective (6/8)	MSC 304 Symphony Orchestra VI
Studio Lesson Elective (6/6)	MSC 332 Instrument VI
Track Specific Elective (6/6)	MSC 334 Chamber Music VI
Fourth Year	
Autumn Semester	
MSC 399 Summer Practice	
Restricted Elective (1/3)	
Science Core Elective	
Humanities Core Elective	
Applied Music Elective (7/8)	MSC 403 Symphony Orchestra VII
Graduation Project Elective (1/2)	MSC 431 Instrument VII
Spring Semester	
Restricted Elective (2/3)	
Restricted Elective (3/3)	
Social Sciences Core Elective	
Applied Music Elective (8/8)	MSC 404 Symphony Orchestra VIII
Graduation Project Elective (2/2)	MSC 432 Instrument VIII: Grad.

PIANO AND CLASSICAL GUITAR

First Year	
Autumn Semester	
ENG 101 English and Composition I	
GE 100 Orientation	
MATH 103 Thinking Mathematically I	
MSC 100 Freshman Concert	
MSC121 Fundamentals of Musicianship I	
MSC 171 Theory I: Fundamentals	
TURK 101 Turkish I	
Applied Music Elective (1/8)	MSC 153 Bilkent Chorale I
Studio Lesson Elective (1/6)	MSC 131 Instrument I
Track Specific Elective (1/6)	MSC 133 Chamber Music I
Spring Semester	
S 121 Introduction to Computer Applications and Programmin	
ENG 102 English and Composition II	
MSC122 Fundamentals of Musicianship II	
MSC 172 Theory II: Harmony and Voice Leading	
TURK 102 Turkish II	
Applied Music Elective (2/8)	MSC 154 Bilkent Chorale II
Studio Lesson Elective (2/6)	MSC 132 Instrument II
Track Specific Elective (2/6)	MSC 134 Chamber Music II
Second Year	
Autumn Semester	
GE 250 Collegiate Activities Program I	
HCIV 101 History of Civilization I	
MSC 173 Origins of Western Music: From Antiquities to Baroque	
MSC 200 Sophomore Concert	
Mus. Theory and Lit. Elective (1/2)	MSC 271 Theory III: Modal Count.
Applied Music Elective (3/8)	MSC 253 Bilkent Chorale III
Studio Lesson Elective (3/6)	MSC 231 Instrument III
Track Specific Elective (3/6)	MSC 233 Chamber Music III
Spring Semester	
GE 251 Collegiate Activities Program II	
HCIV 102 History of Civilization II	
MSC 174 Opera and Instrumental Music in the Baroque Period	
Mus. Theory and Lit. Elective (2/2)	MSC 272 Theory IV: Classical Form
Applied Music Elective (4/8)	MSC 254 Bilkent Chorale IV
Studio Lesson Elective (4/6)	MSC 232 Instrument IV
Track Specific Elective (4/6)	MSC 234 Chamber Music IV
Third Year	
Autumn Semester	
COMD 358 Professional Communication	
MSC 273 Music in Europe during the Age of the Enlightenment	
MSC 300 Junior Concert	
Applied Music Elective (5/8)	MSC 353 Bilkent Chorale V
Studio Lesson Elective (5/6)	MSC 331 Instrument V
Track Specific Elective 5/6)	MSC 333 Chamber Music V
Spring Semester	
HIST 200 History of Turkey	
MSC 274 19th Century Music and Modernity	
Applied Music Elective (6/8)	MSC 354 Bilkent Chorale VI
Studio Lesson Elective (6/6)	MSC 332 Instrument VI
Track Specific Elective (6/6)	MSC 334 Chamber Music VI
Fourth Year	
Autumn Semester	
MSC 399 Summer Practice	
Restricted Elective (1/3)	
Science Core Elective	
Humanities Core Elective	
Applied Music Elective (7/8)	MSC 453 Bilkent Chorale VII
Graduation Project Elective (1/2)	MSC 431 Instrument VII
Spring Semester	
Restricted Elective (2/3)	
Restricted Elective (3/3)	
Social Sciences Core Elective	
Applied Music Elective (8/8)	MSC 454 Bilkent Chorale VIII
Graduation Project Elective (2/2)	MSC 432 Instrument VIII: Grad.

VOICE

First Year	
Autumn Semester	
ENG 101 English and Composition I	
GE 100 Orientation	
MATH 103 Thinking Mathematically I	
MSC 100 Freshman Concert	
MSC121 Fundamentals of Musicianship I	
MSC 171 Theory I: Fundamentals	
TURK 101 Turkish I	
Applied Music Elective (1/8)	MSC 153 Bilkent Chorale I
Studio Lesson Elective (1/6)	MSC 151 Singing Voice I
Track Specific Elective (1/6)	MSC 155 Diction Eng/It.
Spring Semester	
CS 121 Introduction to Computer Applications and Programming	
ENG 102 English and Composition II	
MSC122 Fundamentals of Musicianship II	
MSC 172 Theory II: Harmony and Voice Leading	
TURK 102 Turkish II	
Applied Music Elective (2/8)	MSC 154 Bilkent Chorale II
Studio Lesson Elective (2/6)	MSC 152 Singing Voice II
Track Specific Elective (2/6)	MSC 156 Diction Ger/Fr
Second Year	
Autumn Semester	
GE 250 Collegiate Activities Program I	
HCIV 101 History of Civilization I	
MSC 173 Origins of Western Music: From Antiquities to Baroque	
MSC 200 Sophomore Concert	
Mus. Theory and Lit. Elective (1/2)	MSC 255 Vocal Lit. Amer/Eng/It
Applied Music Elective (3/8)	MSC 253 Bilkent Chorale III
Studio Lesson Elective (3/6)	MSC 251 Singing Voice III
Track Specific Elective (3/6)	THEA 181 Acting for Singers
Spring Semester	
GE 251 Collegiate Activities Program II	
HCIV 102 History of Civilization II	
MSC 174 Opera and Instrumental Music in the Baroque Period	
Mus. Theory and Lit. Elective (2/2)	MSC 256 Vocal Lit. Ger/Fr
Applied Music Elective (4/8)	MSC 254 Bilkent Chorale IV
Studio Lesson Elective (4/6)	MSC 252 Singing Voice IV
Track Specific Elective (4/6)	THEA 182 Acting for Singers
Third Year	
Autumn Semester	
COMD 358 Professional Communication	
MSC 273 Music in Europe during the Age of the Enlightenment	
MSC 300 Junior Concert	
Applied Music Elective (5/8)	MSC 353 Bilkent Chorale V
Studio Lesson Elective (5/6)	MSC 351 Singing Voice V
Track Specific Elective (5/6)	MSC 355 Pedagogy I
Spring Semester	
HIST 200 History of Turkey	
MSC 274 19th Century Music and Modernity	
Applied Music Elective (6/8)	MSC 354 Bilkent Chorale VI
Studio Lesson Elective (6/6)	MSC 352 Singing Voice VI
Track Specific Elective (6/6)	MSC 356 Pedagogy II
Fourth Year	
Autumn Semester	
MSC 399 Summer Practice	
Restricted Elective (1/3)	
Science Core Elective	
Humanities Core Elective	
Applied Music Elective (7/8)	MSC 453 Bilkent Chorale VII
Graduation Project Elective (1/2)	MSC 451 Singing Voice VII
Spring Semester	
Restricted Elective (2/3)	
Restricted Elective (3/3)	
Social Sciences Core Elective	
Applied Music Elective (8/8)	MSC 453 Bilkent Chorale VIII
Graduation Project Elective (2/2)	MSC 452 Singing Voice VIII: Grad.

COMPOSITION

First Year	
Autumn Semester	
ENG 101 English and Composition I	
GE 100 Orientation	
MATH 103 Thinking Mathematically I	
MSC 100 Freshman Concert	
MSC121 Fundamentals of Musicianship I	
MSC 171 Theory I: Fundamentals	
TURK 101 Turkish I	
Applied Music Elective (1/8)	MSC 153 Bilkent Chorale I
Studio Lesson Elective (1/6)	MSC 111 Composition I
Track Specific Elective (1/6)	MSC 113 Notation
Spring Semester	
CS 121 Introduction to Computer Applications and Programming	
ENG 102 English and Composition II	
MSC122 Fundamentals of Musicianship II	
MSC 172 Theory II: Harmony and Voice Leading	
TURK 102 Turkish II	
Applied Music Elective (2/8)	MSC 154 Bilkent Chorale II
Studio Lesson Elective (2/6)	MSC 112 Composition II
Track Specific Elective (2/6)	MSC114 Instrumentation
Second Year	
Autumn Semester	
GE 250 Collegiate Activities Program I	
HCIV 101 History of Civilization I	
MSC 173 Origins of Western Music: From Antiquities to Baroque	
MSC 200 Sophomore Concert	
Mus. Theory and Lit. Elective (1/2)	MSC 271 Theory III: Modal Count.
Applied Music Elective (3/8)	MSC 181 Ear Training I
Studio Lesson Elective (3/6)	MSC 121 Composition III
Track Specific Elective (3/6)	MSC 214 Orchestration
Spring Semester	
GE 251 Collegiate Activities Program II	
HCIV 102 History of Civilization II	
MSC 174 Opera and Instrumental Music in the Baroque Period	
Mus. Theory and Lit. Elective (2/2)	MSC 272 Theory IV: Classical Form
Applied Music Elective (4/8)	MSC 182 Ear Training II
Studio Lesson Elective (4/6)	MSC 122 Composition IV
Track Specific Elective (4/6)	MSC 321 Tonal Counterpoint
Third Year	
Autumn Semester	
COMD 358 Professional Communication	
MSC 273 Music in Europe during the Age of the Enlightenment	
MSC 300 Junior Concert	
Applied Music Elective (5/8)	MSC 315 Score Reading I
Studio Lesson Elective (5/6)	MSC 311 Composition V
Track Specific Elective (5/6)	MSC 323 Theory/Analysis
Spring Semester	
HIST 200 History of Turkey	
MSC 274 19th Century Music and Modernity	
Applied Music Elective (6/8)	MSC 316 Score Reading II
Studio Lesson Elective (6/6)	MSC 312 Composition VI
Track Specific Elective (6/6)	MSC 322 Post-Tonal Theory
Fourth Year	
Autumn Semester	
MSC 399 Summer Practice	
Restricted Elective (1/3)	
Science Core Elective	
Humanities Core Elective	
Applied Music Elective (7/8)	MSC 326 Conducting I
Graduation Project Elective (1/2)	MSC 411 Composition VII
Spring Semester	
Restricted Elective (2/3)	
Restricted Elective (3/3)	
Social Sciences Core Elective	
Applied Music Elective (8/8)	MSC 425 Conducting II
Graduation Project Elective (2/2)	MSC 412 Composition VIII: Grad.