Syllabus for Recital Attendance  
MUS 001 (0 credits)  
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I. Policies  
A. Four semesters of MUS 001 (Recital Attendance), with a passing grade, are required for graduation for all undergraduate music majors (B.A., B.M., and B.M.M.E.) as well as undergraduate Arts Administration students.  
B. The Recital Attendance requirement above will be waived only in the following case:  
   Transfer students must complete one semester less than four for each 15 hours of credit attained at the time of enrollment, provided the hours transferred included appropriate music study as a music major.  
C. Students who change their major to music and have no previous recital credit must complete four semesters of Recital Attendance.  
D. A student must continue to enroll in MUS 001 – Recital Attendance until the requirement has been completed.  

II. Procedures  
A. A minimum of 12 concerts and/or recitals must be attended to earn a passing grade for each of the four required semesters of Recital Attendance.  
   Performances in which the student is involved do NOT count towards recital attendance.  
B. Events that fulfill this requirement are UK School of Music sanctioned concerts and recitals taking place in the Singletary Center for the Arts, Memorial Hall, Niles Gallery and other locations.  
C. Cards must be signed by personnel at the Center for the Arts, or recital/concert location both BEFORE and AFTER each concert attended for Recital Attendance credit.  
D. If no personnel are available to sign the card, or if a concert is attended at a campus location where cards are not signed (i.e. Memorial Hall), the students should take a program from the concert to his/her applied professor* within one week of the concert or recital (*Note: Students without an applied professor at the time of enrollment should refer to the School of Music Director of Undergraduate Studies).  
E. Credit may be obtained for attending a maximum of four off-campus (non-School of Music sanctioned) concerts each semester. Credit will be given by the student’s applied professor for events considered appropriate.  
F. To obtain credit for attending an off-campus concert, the student must consult with his/her applied professor for approval prior to the concert, and present a ticket and program from the concert within one week of the event.  
G. The syllabus for Recital Attendance and a template for recital cards is online. The template contains two cards. Cut, fold, and, place in your wallet. http://finearts.uky.edu/music/uk-school-music-internal-resources  
H. When 12 concerts have been attended, students will present Recital Attendance cards to their applied professor who will validate the events attended and submit the information (a recital attendance grade form) to the School of Music Director of Undergraduate Studies. UNSIGNED RECITAL CARDS (even with attached event programs) ARE NOT ACCEPTED.
I. RECITAL ATTENDANCE CARDS ARE DUE TO THE APPLIED PROFESSOR BY THE LAST DAY OF CLASSES.
   a. The applied professor will submit a list of students (and cards) for pass/fail to the Director of Undergraduate Studies by WEDNESDAY OF FINALS WEEK.
   b. The grades are submitted to the registrar by the grading deadline by the Director of Undergraduate Studies. A failing grade or an incomplete will be issued to any student whose card is not processed by this deadline (go to the registrar webpage to see deadlines for each semester).
   c. Cards turned in after any of the outlined deadlines are at the discretion of the applied professor. If approved, the applied professor submits the information to the Director of Undergraduate Studies who will either process a grade or, if necessary, a change of grade.

J. PLEASE NOTE: Cards are only accepted and verified by the applied professors, not the DUS. Do not put cards in the DUS mailbox. They will be returned to the applied professor for approval and will potentially hold up grade processing, especially if the card does not list the applied professor.

K. A "grace period" for attending up to two concerts or recitals will extend through the SECOND FULL WEEK of the following semester. For instance, if a student has attended only 14 or 15 recitals in the Fall semester, he/she has until the end of the SECOND FULL WEEK of classes in the Spring semester to attend the remaining concerts to fulfill the requirement of 16. However, the student must petition in writing the Director of Undergraduate Studies by the normal deadline (first day of finals) indicating that at least 14 concerts have already been attended. By the end of the second full week of classes, the student must present his/her Recital Attendance cart in person to the Director of Undergraduate Studies. Upon validation, a change of grade will be processed for the preceding semester grade.

L. Validity of all Recital Attendance records, events, and related matters are at the complete discretion of the studio teacher, Director of Undergraduate Studies and the School of Music Undergraduate Committee.

M. Recital Attendance will not be credited for two or more performances of the same program (i.e. Senior Citizen's Concert in the afternoon and the same program presented again to the community at-large that evening or weekend).