

INTRODUCTION

This *Formatting Guide* sets forth the thesis and dissertation requirements established by Michigan State University. Individual departments or schools may have additional requirements or may specify requirements in greater detail. The Graduate School must approve these additional requirements. The graduate student has a responsibility to learn what, if any, special departmental/school requirements may apply. The thesis/dissertation should be prepared in accordance with the instructions of this handbook.

Any proposed deviation from the guidelines in this handbook must be referred to the Graduate School for approval before the thesis/dissertation is completed in final form.

The rules in this 2003-06 Formatting Guide take precedence over previous publications issued by the Graduate School.

The work the student has done, short of final preparation of the thesis/dissertation, is outside the province of this handbook. The assumption is made that the research is complete, and that the final draft has been examined and approved by the major professor or thesis/dissertation director and committee.

Questions regarding the format of the thesis/dissertation not adequately answered in this *Formatting Guide* may be directed to the staff of the Graduate School who will be pleased to give assistance.

MUSICAL PERFORMANCE AND COMPOSITION

As outlined in a memorandum from the Registrar's Office dated April 1996, the following procedures will pertain to graduate degrees in musical performance and musical composition.

Master's

- When clearing a Master of Music degree in **Music Performance** (previously Applied Music), the thesis title will be posted as "Recital" on the transcript. No thesis is turned into the Graduate School.
- When clearing a Master of Music degree in **Music Composition**, the thesis title will be posted as "Original Composition" on the transcript. No thesis is turned into the Graduate School. **Students receiving these music degrees only submit to the Graduate School the exit surveys upon graduation (see page 14 regarding the exit survey).**

Doctoral

- When clearing a Doctor of Musical Arts degree in **Music Performance** (previously Applied Music), the dissertation title will be posted as "Recitals-Lecture Recital" on the transcript. No dissertation is turned into the Graduate School.
- When clearing a Doctor of Philosophy degree in **Music Composition**, the dissertation title will be posted as "Original Composition" on the transcript. No dissertation is turned into the Graduate School. **Students receiving these music degrees only submit to the Graduate School the National Opinion Research Center (NORC) and exit surveys upon graduation (see page 14 regarding the exit surveys).**



Surveys may be obtained at the Graduate School, 118 Linton Hall.