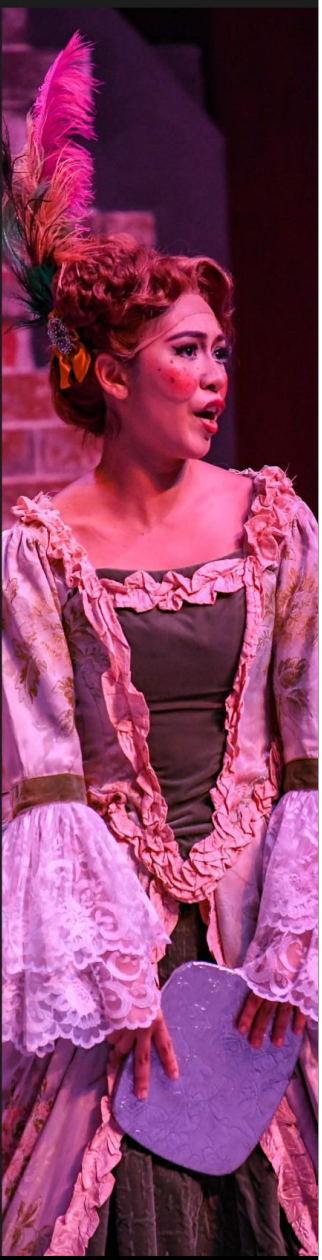
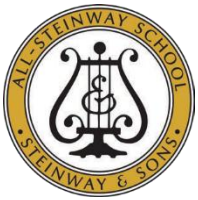
2025–
2026

INSTITUTIONAL CATALOG



CONSERVATORIO
DE MÚSICA DE PUERTO RICO



Puerto Rico Conservatory of Music
951 Avenida Ponce de León
San Juan, Puerto Rico 00907-3373

Phone: (787) 751-0160
Fax: (787) 766-1216
https://cmpr.edu

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PRINCIPAL ADMINISTRATIVE OFFICIALS

Board of Directors
Dr. Tamara R. Torres Mora
President and Vice president
Mr. José J. Tañón Díaz, *Secretary*
Mr. Eric Villegas Meléndez, *member*
Lcda. Vicky González Vega, *AAFAF Representative*
Mrs. Anne Marie Salichs, *member*
Prof. Alberto Guidobaldi, *Faculty Representative*

Chancellor
Manuel Calzada Delgado

Dean of Academic Affairs
Ernesto Ramos Vázquez

Associate Dean Academic Affairs
Angel Carrión Maymí

Dean of Student Affairs
Helen González Lorenzo

Dean of Administration and Finances
Gloryber Laboy Espinell

Administrator of Operations and Infrastructure
Andrés Rodríguez

Director of Human Resources
Elsie Torres

Director of the Institutional Research Office
Mildred Molina Negrón

Director of Institutional Activities
Francheska Ortiz

Director of the Fundación Ángel Ramos Learning Resource Center
María del Carmen Maldonado Bárcenas

Director of Admissions
Ana Marta Arraiza Miranda

Registrar
Waleska Martínez Rivera

Director of Financial Aid
Carlos Robles Martínez

Student Guidance and Counseling
Indira Bhajan Ortiz

Director of the Preparatory School
Orlando Maldonado

Director of the Despertar Musical Project
Francelyn Figueroa

Director of the Música 100 X 35 Program
Carlos Torres

FACULTY

Professors Emeritus

*Part-time
†Ad honorem
‡Detail position

Rafael Aponte Ledée, Composition
Leonardo Egúrbida, Guitar
Nellie García de Justicia, Music Education
Cecilia Negrón de Talavera, Piano

Voice Department

Alba Franco
Director
Doctor in Musical Arts in Voice Performance, University of Missouri

Ilca López; Master of Music in Voice Performance, New England Conservatory
Ricardo Sepúlveda; Doctor in Musical Arts and Vocal Performance, University of Illinois
William Rivera; MM Choral Conducting, Temple University
José Ramón Torres*; Master of Music in Voice Performance, University of Nevada Reno

Piano Department

María del Carmen Gil;
Director
Master of Music in Piano Performance, Peabody Conservatory

Diana Figueroa; Master of Music in Piano Performance, CMPR
Marisa García; Master of Music in Piano Performance, CMPR

Strings Department

Francisco Cabán, Violin
Director
Doctor in Music in Violin Performance and Music History, University of Texas

Fernando Vela, Viola; Master of Music in Viola Performance and Theory, Julliard School of Music
Iván Rijos, Guitar*; Master of Music in guitar performance, Peabody Conservatory
Luis E. Juliá, Guitar; Master of Music in guitar performance, Instituto Espila en Alicante, España

Maricarmen Rivera, Double bass*; Master of Music in Double Bass Performance, University of Michigan
Alberto J. Rodríguez, Guitar; Master of Music in Guitar performance, Ecole Normale de Musique de Paris
Luis Miguel Rojas, cello; Doctor of Music in cello performance, Michigan State University
Elisa Torres, Harp*; Master of Music in Harp Performance, Indiana University School of Music
Omar Velázquez, Violin; Bachelor of Music in Violin performance; CMPR

Winds and Percussion Department

Josué Casillas, Flute
Director
Master of Music in Flute Performance, Rice University

Woodwinds

Mindy Heinsohn, Flute*; Master of Music in Flute Performance, CMPR
Adam Havrilla, Bassoon*;Master of Music in Bassoon Performance, Manhattan School of Music
Kathleen Jones, Clarinet*; Master of Music in Clarinet Performance, North-Western University
Edgar A. Marrero, Saxophone*; Master of Music in Saxophone Performance; CMPR
Jesús Ramos, Oboe*; Master in Muisca Education, California State University
Genesio Riboldi, Clarinet*; Bachelor of Music in Clarinet performance, CMPR

Brass

Joshua Pantoja, French Horn*; Master of Music, Orchestral Performance, Manhattan School of Music
Nitai Pons, Trumpet; Doctor of Musical Arts in Trumpet Performance, Kansas University
Miguel A. Rivera, Trombone*; Bachelor of Music in Trombone Performance, Indiana University
Ramón Serra, Trombone*; Bachelor of Music in Trombone Performance, CMPR

Percussion

José Alicea; Master of Music in Percussion Performance, New York University

Jazz and Caribbean Music Department

Fidel Morales, Drums; Diploma in Percussion Performance, Conservatorio Amadeo Roldan, Cuba
Director

Norberto Ortiz, Saxophone ; Master of Music in Jazz Performance, Florida International University
Gabriel Rodríguez, Bass; Master of Music in Music Education, CMPR
Jea-Lou Treboux*, Ensembles; Master of Jazz Performance In Vibraphone From Haute Ecole De Musique De Lausanne, Switzerland
Orlando Laureano, Puerto Rican Cuatro; Ensembles*; Bachelor of Music in Guitar Performance, CMPR
Fernando Mattina, Guitar; Master of Music in Jazz Performance, Berklee College of Music
Ángel D. Mattos Maisonet, Piano*; Master of Music Education, Universidad Interamericana
Emanuel O. Navarro Romero, Ensembles; Piano Laboratory*; Bachelor of Music in Jazz Composition, Berklee College of Music
Pedro Pérez, Ensembles*; Bachelor of Music in Double Bass Performance, CMPR
Hommy Ramos, Trombone*; Master of Music in Trombone Jazz Performance, Queens College University
Raúl Rodríguez, Latin Percussion*; Master of Music Education, Cambridge College
Marcos J. Rodríguez Curet, Arrangements; Ensembles*; Bachelor in Music in Jazz Composition, Berklee College of Music
Elías Santos Celpa, History of Jazz; Ear Training; Concert Jazz Band; Master of Music in Jazz Performance, Aaron Copland Conservatory
Kimberly García, Voice; Master of Music in Performance at CMPR
Ariana Delgado, Voice; Marter of Music Therapy at University of Barcelona, Master of Jazz Voice and Moder Music from Conservatorio del Liceo, Barcelona, España
Rafael Lebrón, Trumpet*; Master of Music in Trumpet Performance, Mason Gross School of the arts, Rutgers University

Department of Music Education and General Studies

Ariel Guzmán Figueroa
Director
Master of Music Education, University of Michigan
Master of Special Education in Music Education and Voice, University of Puerto Rico

Music Education

Marta Hernández Candelas; Doctor in Music Education, University of Granada, Spain
Juan Carlos Vega; Doctor in Music Education, Boston University
Patsy Martínez Román*; Doctor in Music Education

General Studies Subdepartment

Abdiel Flores, Entrepreneurship*; Master of Music in Saxophone Performance, CMPR, *departmental coordinator*
Haydée Alvarado, English*; Master in English, University of Puerto Rico
Gerardo Cintrón, Entrepreneurship*; Juries doctor/ Master of Public Administration University of Puerto Rico, Master of Laws in Entertainment, Arts and Sports from University of Miami School of Law
Setare Milantchi Yassami, German and French *; Master in Slavic Languages & Literature, Yale University
Diana Rivera, Alexander Technique*; Bachelor of Arts in Drama, University of Puerto Rico
Diego Rivera, Chi Kung; Tai Chi*; Bachelor of Arts in Drama, University of Puerto Rico
Carmen Rivera Lassén, Spanish, subdepartment coordinator*; Master of America and Latin-Americans history in Bilingual Education, Boston University
Álvaro M. Rivera Ruiz, History of Puerto Rico; United States History*; Doctor in Puerto Rico and Caribbean History, University of Puerto Rico

Composition Department

Alfonso Fuentes;
Director
Master of Music in Composition and Piano Performance, New England Conservatory

Manuel J. Ceide; Master of Music in Composition and Bass, Hogeschool Voor De Kunstein Utrechet, Holanda and Berkley School of Music.
Armando Ramírez; Master of Music in Composition and Theory, Temple University

Theory and Musicology Department

Alberto Guidobaldi
Director
Master of Music in Music Education, CMPR

Theory and Ear Training

Luis A. Bermúdez; Master of Music Education Catholic University Washington

Víctor Meléndez Dohnert; Bachelor of Music Education, CMPR
Gloria Navarro; Master of Music Education, New York University
Sheila Ortiz; Master of Music in Cello Performance, University of Miami

Musicology and History

Jaime O. Bofill Calero; Doctor of Ethnomusicology and Music Theory, University of Arizona
Angel Carrión; Master of Arts in History from Centro de Estudios Avanzados de Puerto Rico y el Caribe†
Juan Gutiérrez, PhD in Musicology from Universidad Complutense de Madrid

Technology

Ismar Colón Carrión*; Bachelor of Music in Guitar Performance, CMPR

Collaborating Pianists

Pedro Juan Jiménez; MM in Piano Performance, Eastman School of Music
Jorge Ramos Asillo; Master of Music in Music Education, CMPR
Ernesto Busigó Montero; MM in Collaborative Piano, Eastman School of Music*
Tatiana Vélez, MM in Piano Performance, CMPR*
José Rodríguez Abad; BM in Piano Performance*
Pablo Boissen Mediavilla; University credits in Piano Performance, CMPR*

Ensembles

Concert Band
Rafael Enrique Irizarry, Director
Master of Music in French Horn Performance and Conducting

Concert Jazz Band
Elías Santos Celpa, Director;
Master of Music in Jazz Performance, Aaron Copland Conservatory

Concert Choir
William Rivera Ortiz, Director
MM Choral Conducting, Temple University

Symphony Orchestra
Roselín Pabón, Director*
Master of Music in Orchestra Conducting, Peabody Conservatory

GENERAL INFORMATION ABOUT THE CONSERVATORY

Mission

The mission of the CMPR is to offer students from diverse backgrounds, high-quality music education to develop artists, educators and leaders through excellent university studies and community-oriented programs.

Vision

To be a cutting-edge higher music education institution, committed to being an essential part of the social and cultural development of the country, which trains successful students in a constantly evolving global musical environment.

Historical Background

The institution was founded by Act No. 35 of June 12, 1959, under the artistic and musical lead of the illustrious Spanish cellist Pablo Casals, who served as a catalyst for government personalities and agencies to get to work on establishing a conservatory in Puerto Rico. Among the government figures who shaped the idea and set the process in motion, one who stands out is Ernesto Ramos Antonini—then president of the House of Representatives of the Legislative Assembly of Puerto Rico—who acted as the main agent and creator of the bill which established the Conservatory. Initially, the aim was to train first-rate musicians who would enrich the Puerto Rico Symphony Orchestra and the Casals Festival, and who would become the composers, performers, and teachers that were needed to support the musical life of the island.

The Conservatory provides the Puerto Rican community, especially its youth, all the opportunities they need to learn and perfect their musical skills. The academic offer encourages the comprehensive growth of its students and promotes the maximum development of their artistic, intellectual, and humanistic abilities. The institution strives for excellence and relevance in its academic offer in order to continue to provide a high-quality offering that meets the educational needs of the music labor market. In addition to its university-level programs, the Conservatory also offers pre-university level courses aimed at children, youths, and adults from the general community through its Preparatory School.

Today Puerto Rico boasts a dynamic and robust Conservatory. It is one of the most relevant university-level musical institutions in the Caribbean and Latin America.

Accreditations, Licenses and Affiliations

Accreditations

National Association of Schools of Music (NASM), 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190-5248
Member since 2002. NASM is a national accreditation agency specializing in accrediting music programs, recognized by the U.S. Department of Education and the *Council for Higher Education Accreditation* (CHEA). NASM accredits university programs as well as pre-university programs aimed at the general public.

Middle States Commission on Higher Education (MSCHE), 3624 Market Street, 2nd Floor West, Philadelphia, PA 19104
Member since 1975. MSCHE is a regional accreditation agency recognized by the U.S. Department of Education and by the *Council for Higher Education Accreditation* (CHEA).

Licenses

Junta de Instituciones Postsecundarias (JIP), Departamento de Estado,
Edificio Real Intendencia, San Juan, PR 00901
The Puerto Rico Conservatory of Music holds an operating license from the *Junta de Instituciones Postsecundarias* (JIP).

Affiliations

All-Steinway School
A title given by *Steinway & Sons* to the Puerto Rico Conservatory of Music for demonstrating a full commitment to excellence by providing their students and faculty with the best instruments possible for the study of music. The Puerto Rico Conservatory of Music is the only institution with this distinction in Puerto Rico and Latin America.

This distinction has been made possible thanks to donations by a private group of donors which include the world-renowned tenor and conductor Placido Domingo; the philanthropist Guillermo L. Martinez; the president of the Fundación Banco Popular de Puerto Rico, Richard Carrion; and its executive director, Beatriz Polhamus.

Institutional Government

The Puerto Rico Conservatory of Music is an autonomous public corporation under Act No. 141 of August 9, 1995. The governing structure of the Conservatory is headed by a Board of Directors. The board is responsible for considering institutional public policy matters, exercising fiduciary duty over institutional affairs, and supervising the Chancellor.

The main executive officer of the institution is the Chancellor, who bears the essential responsibility of ensuring that the institution's vision, mission, values, goals, and objectives are being met, and who manages and supervises all administrative, fiscal, and academic aspects of the institution. The Board of Directors supervises the Chancellor, who in turn supervises the deans and directors who administer the main institutional academic and administrative areas.

The institutional administrative structure is organized into the following departments: Chancellor's Office, Dean of Academic Affairs, Dean of Student Affairs, Dean of Administration and Finance, Operations and Infrastructure Office, Human Resources Office, Institutional Activities Office, Development and Public Relations Office, Institutional Research Office, Library and Learning Resource Center, Admissions Office, Registrar's Office, Information Systems Office, and the Preparatory School.

Academic Government

The academic division is organized into seven departments: Voice; Strings; Music Education and General Studies; Jazz and Caribbean Music; Piano; Composition; Theory and Musicology; and Winds and Percussion.

The Academic Senate is the highest legislative and academic advisory body that recommends and approves the orientation and general direction of academic programs. This body is tasked with setting and amending academic rules as well as defining and approving admissions and graduation requirements for students.

There are other institutional committees that participate in the institution's academic government. These are: Activities Committee, Admissions Committee, Assessment and Strategic Planning Committee, Scholarships and Academic Progress Committee, Rules and Procedures Committee, Personnel Committee, and Technology Committee.

Student Government

The Student Council is the body that represents students before the Conservatory's administration. The main functions of the council are to: express students' opinions; promote student causes, both academic and social; facilitate understanding, communication, and cooperation among students, faculty, and the administration; and to work on developing proposals to improve student wellbeing at the Puerto Rico Conservatory of Music.

The administration of the Conservatory encourages student participation in the following institutional committees: Board of Directors, Academic Senate, Curriculum Subcommittee, Assessment and Strategic Planning.

Facilities, Location, Access, and Cultural Life

The Puerto Rico Conservatory of Music is centrally located in the Miramar area, Santurce sector, next to the tourist area of San Juan. This auspicious location provides students with a rich spectrum of cultural, social, and educational activities. Its proximity to the Condado area, Old San Juan, the Convention Center, and the port area of San Juan provides an ideal location to satisfy all students' tastes and needs.

The Santurce sector is host to a variety of neighborhoods across a variety of economic and social levels, which provides students with a ready source of accessible lodging.

Public transportation provides continuous access to Miramar from all points within the metropolitan area. Whether by bus, train (Tren Urbano), or car, any mode of transportation will provide easy access to the Conservatory's centric location in Miramar.

In the vicinity, students will find a wide variety of shops, movie theaters, restaurants, supermarkets, pharmacies, beauty salons, music stores, churches of various denominations, and many other facilities and businesses that will help them tend to all their basic needs during their time at the Conservatory. The cultural life in Santurce is rich in diverse activities. Concerts, ballet, opera, theater, festivals, and other types of events are just a sampling of the Puerto Rican cultural life that the sector has to offer. The Luis A. Ferré Performing Arts Center, the Francisco Arriví and Victoria Espinosa theaters, the Museum of Art of Puerto Rico, and the Museum of Contemporary Art are just steps away from the Conservatory.

Faculty

The Conservatory prides itself in having an excellent faculty, one that is committed to bringing out the greatest artistic potential of its students. Faculty members' credentials show their distinguished careers, their rich and varied academic backgrounds, and the diverse institutions and countries where they have earned their respective academic degrees. The faculty is made up of Grammy nominees, *American Society of Composers, Authors and Publishers* (ASCAP) awards nominees, members of the Puerto Rico Symphony Orchestra, soloists, composers, and educators of great local and international renown.

Since its beginnings, the Conservatory has been enriched by the presence of important personalities of the European, North American, and Latin American music scenes who have taught in our classrooms, which not only benefits the institution, but Puerto Rican society as a whole. Likewise, the most distinguished figures of Puerto Rican music have shared their knowledge of their respective specializations to further the growth of the institution and its students. These diverse perspectives have been fundamental in the cultural development of Puerto Rican society, where the Conservatory has always played a leading role.

Special Chairs, Visiting Professors and Master Classes

The Puerto Rico Conservatory of Music complements its faculty by attracting figures of international renown. During the academic year, the Conservatory maintains a regular program of Artists in Residence and Visiting Professors who offer their artistic and educational experiences to enrich the academic life of the institution. Artists in residence join the faculty to offer individual and group classes, while the Visiting Professors program sponsors one-week mini-residencies during which intensive workshops, master classes, and presentations are offered as part of the annual calendar of activities. The artists and educators who have visited us include figures such as Yakov Kasman, Danilo Pérez, Branford Marsalis, David J. Elliott, John Feierabend, David Finlayson, Jaime Morales, Ricardo Morales, Luis "Perico" Ortiz, Philippe Portejoie, Eddie Gómez, David Sánchez, Leigh Stevens, Justino Díaz, Olga Kern, Emilio Colón, and others. Javier Gándara, David Krauss, etc.

The Master Class program provides students the opportunity to learn from the experience of international artists who visit Puerto Rico and who enrich students with their knowledge and educational experiences. The renowned figures who have visited us include Awadagin Pratt, Teresa Berganza, Horacio

Gutiérrez, Joseph Alessi, Olga Kern, Philip Setzer, David Sánchez, Guillermo Figueroa, Jr., Iván Rijos, Steve Khan, Richard Dunscomb, Ignacio Berroa, and others. Each year, the Conservatory holds approximately 25 master classes.

Ensembles in Residence

The Puerto Rico Conservatory of Music boasts four ensembles in residence. These are:

Camerata Caribe: since its beginnings more than 25 years ago, the main goal of this ensemble has been to encourage the production of new pieces or arrangements for chamber music ensembles and to promote the music of Puerto Rican composers. The ensemble is made up of members from the Piano, Woodwinds, and Brass departments, and it has performed in the most important stages in Puerto Rico, the Caribbean, and the United States.

Alea 21: a musical ensemble that promotes creating and increasing the exposition of contemporary music by encouraging compositions and performances of said style of music.

Trio Sanromá, The Trio's mission has two aspects. First, it seeks to promote appreciation for chamber music in Puerto Rican audiences. To achieve this task, it is essential to present the great works of the genre. That is why his repertoire, in constant growth, ranges from the trios of Joseph Haydn and complete cycles of the works of Beethoven and Brahms to the trios of Mendelssohn, Arensky, Turina and Shostakovich. The Sanromá Trio is composed of professors Francisco Cabán Vales, Luis M. Rojas, and Diana Figueroa.

The Gil y Figueroa Duo, a group in residence at the CMPR formed by the renowned pianists Diana Figueroa and María del Carmen Gil, faculty of the piano department of the Conservatory. In addition to offering concerts, the duo coordinates the Multipiano Fest, a festival that brings together multiple pianists with the aim of promoting piano study and forming a large piano orchestra each year.

The Experimental Jazz and Caribbean Music Workshop and Jazzico Brass; Recently created ensembles in residence that complement the musical and cultural life of both our institution and Puerto Rican society in general.

Concerts and Institutional Activities

Musical activity is an essential part of university life. As part of its educational mission, the Puerto Rico Conservatory of Music is renowned for its efforts in developing a wide and varied annual program of activities that allow students to perform in front of an audience and strengthen their technique, and which foster a taste and appreciation for music in the audience. Every year, more than 250 presentations are held featuring students, faculty members, institutional ensembles, and renowned local and international artists. Through these presentations, the Conservatory gives the community the opportunity to enjoy an excellent, diverse musical offer in a first-class environment. The presentations are open to the general public, and some even have free admission.

Institutional Ensembles

The Puerto Rico Conservatory of Music provides students with a variety of experiences that promote their growth as performers by participating in different institutional ensembles. The Conservatory hosts several ensembles with different approaches and formats. Participating in ensembles is required of all students and the requirements vary according to students' programs of study. Students have the opportunity to join one or several institutional ensembles which hold regular performances throughout the various concert series. These performances include the Concert Band's participation in a special concert gala at the famous and prestigious Carnegie Hall in New York. Other ensembles, such as the *Concert Choir*, have traveled to the United States and Europe.

Major Ensembles

Concert Band

The Concert Band is one the most well-known Puerto Rico Conservatory of Music ensembles. It has won the gold medal at the *New York International Band and Orchestra Festival*—held at the famous Carnegie Hall—and is made up of wind and percussion instrument students of different levels. It offers its members the opportunity to grow their knowledge of musical literature of wind and percussion ensembles, including various compositions ranging from the symphonic field up to works written in the Renaissance era. The band is known for performing the Puerto Rican premier of some of the most important works of contemporary literature for wind and percussion ensembles and for premiering works by Puerto Rican composers.

Concert Jazz Band

An ensemble where students are exposed to "Big Band" music, with an emphasis on an eclectic repertoire which cultivates traditional as well as the contemporary aspects of various styles and musical cultures.

Concert Choir

The Concert Choir specializes in the study of works of choral literature from the Middle Ages to the present. Since its founding, it has maintained an excellent musical trajectory, and it has performed alongside the Puerto Rico Symphony Orchestra and at the Casals Festival, as well as at various other festivals in and outside of Puerto Rico.

Symphony Orchestra

The Symphony Orchestra is the oldest institutional ensemble at the Conservatory. It offers students the opportunity to study and perform orchestral literature through concert performances of complete works of all styles and periods. The orchestra also collaborates in the Opera Workshop's annual production, and it is also one of the accompanying ensembles that have won the Conservatory's concert competitions.

Minor Ensembles and Workshops

Opera Workshop

The Opera Workshop is a laboratory for vocal, theatrical, and musical production. Activities at the Workshop include staging complete operas or specific scenes from famous operas. It serves as a laboratory for voice students to perform before an audience.

Chamber Music

The Conservatory boasts a variety of chamber music ensembles and minor ensembles made up of different configurations and covering different genres: classical, folk, jazz, and Afro-Caribbean music. All major, minor, and chamber music ensembles perform in public concerts at least once every semester.

Assessment Culture

The Puerto Rico Conservatory of Music maintains a constant process of institutional assessment which compiles information from the academic community—that is, the students, the faculty, and the administration. In doing this, the Conservatory seeks to guarantee the efficiency of its decision-making and its academic programs by performing a careful analysis of the compiled data.

PROGRAMS OF STUDY

University-Level Programs of Study

The Puerto Rico Conservatory of Music offers various programs of study aimed at helping students reach their maximum potential and greatest level of professional growth. The academic offer includes bachelor's degrees in Music, master's degrees in Music, and a Graduate Diploma program in Performance. In total, the Conservatory offers 50 different study options in both the undergraduate and graduate levels.

As part of its philosophy of inclusive music education, the Conservatory has gradually expanded on its original mission of being an educational institution devoted to classical music in order to accommodate a much broader vision that includes other musical styles such as Caribbean music, music from around the world, Puerto Rican folk music, and American Jazz. The Conservatory also offers specialized courses that incorporate the use of technology into music.

Undergraduate level

The academic degree programs at the undergraduate level are:

1. Bachelor of Music in Composition
2. Bachelor of Music in Music Education with a major in: General Music, Choral Music, or Instrumental Music
3. Bachelor of Music in Performance of: Harp, Voice, Clarinet, Contrabass, Euphonium, Bassoon, Flute, Guitar, Oboe, Percussion, Piano, Saxophone, Trombone, Horn, Trumpet, Tuba, Viola, Violin, and Violoncello
4. Bachelor of Music in Performance of Jazz and Caribbean Music of: Bass, Drums, Puerto Rican Cuatro, Guitar, Latin Percussion, Piano, Saxophone, Trombone, and Trumpet
5. Bachelor of Music in Music Theater
6. Bachelor of Music in Music Therapy

Graduate Level

The graduate-level academic degree programs are:

1. Graduate Diploma in Performance of: Harp, Voice, Clarinet, Contrabass, Euphonium, Bassoon, Flute, Guitar, Oboe, Percussion, Piano, Saxophone, Trombone, Horn, Trumpet, Tuba, Viola, Violin, and Violoncello

2. Graduate Diploma in Performance in Jazz and Caribbean Music of: Bass, Drums, Puerto Rican Cuatro, Guitar, Latin Percussion, Piano, Saxophone, Trombone, and Trumpet
3. Master of Music in Music Education
4. Master of Music in Performance of: Voice, Clarinet, Contrabass, Bassoon, Flute, Guitar, Oboe, Percussion, Piano, Saxophone, Trombone, Horn, Trumpet, Tuba, Viola, Violin, and Violoncello
5. Master of Music in Conducting: Choral, Orchestral

Non-Degree Programs of Study

The Puerto Rico Conservatory of Music also offers non-degree programs of study for professional musicians and anyone who wishes to broaden their knowledge and skills in the field of music.

Teacher Certification Program

This program offers an alternative academic opportunity to professional musicians who wish to take the necessary courses to become certified music teachers in accordance with the Puerto Rico Department of Education's Rules for Certification currently in force.

Continuing Education Program

This program tends to the needs of alumni, music teachers from both the public and private sectors, and professional musicians who wish to grow professionally and update their musical skills and knowledge.

Music Business Professional Certification

The Professional Certification in the Music Business is tailored for musicians, artist managers, publishers, and music industry professionals seeking to deepen their expertise, as well as individuals intrigued by the creative industries. This comprehensive program equips students with insights into diverse career paths within the music industry, encompassing creation, production, manufacturing, and sales processes. Participants will delve into the intricacies of music industry marketing, acquiring essential skills for fostering a sustainable promotional career. Moreover, the certification furnishes a profound understanding of legal frameworks within the music and entertainment realms, empowering students to navigate key contracts and pertinent laws. Topics include copyright's pivotal role in the music industry, covering laws, intellectual property nuances, work registration and licensing, case interpretation, and copyright defense strategies.

Programs of Study for the General Community

Preparatory School

The Puerto Rico Conservatory of Music is the institution with the widest offer of academic music programs on the island. Over 30 years ago, the Conservatory expanded its original higher education mission to include courses for children, youths, and adults of the general community.

The Preparatory School was founded with the mission of offering the general community access to an excellent music education that fosters an appreciation and enjoyment of the musical arts in its students. The study programs of the Preparatory School are:

- Studies for Children (0–11 ½ years)
- Suzuki Studies (3 ½–7 ½ years)
- Pre-University Studies (12–17 ½ years)
- Studies for Youths and Adults (12 years and older)

The Preparatory School serves approximately 1,200 total students per semester.

Música 100 X 35 Program

The Música 100 X 35 program is a social development through music program aimed at wide sectors of the low-income population, with a focus on children from age 4 to teenagers. This program seeks to spread far and wide the benefits of music as a tool for rescuing and protecting children and seeks to make music into an instrument for motivating, uniting, and promoting the progress of children and society in general. This project is modeled after the successful Venezuelan program El Sistema.

Despertar Musical Program

The Despertar Musical (literally, "musical awakening") program began as a musical program for early childhood in response to the dire need for a quality music curriculum in the island's childcare centers. Motivated by this, the Puerto Rico Conservatory of Music took it upon itself to create, produce, and implement the use of various curricular guides, in Spanish, that incorporate musical activities. These guides are currently used for children from age 0 months to 5 years. Since 2006, the Conservatory has forged an important alliance with Fundación Ángel Ramos and various Head Start and Early Head Start programs. This alliance has helped support the initial rollout of the project in 19 municipalities on the island.

FUNDACIÓN ÁNGEL RAMOS LEARNING RESOURCE CENTER (CRAFAR)

The Fundación Ángel Ramos Learning Resource Center (CRAFAR) has been designed to offer all the services that are necessary to support the learning and teaching processes of a university institution specialized in music such as the Puerto Rico Conservatory of Music. This broad institutional unit contains the resources and services which, along with other interrelated units, help support the educational work which the Conservatory carries out in all its academic programs.

CRAFAR consists of four different but interconnected units: the Amaury Veray Library, the Technological Resources Center, the Audiovisual Services area, and the Institutional and Historical Archive of the Puerto Rico Conservatory of Music. The Musical Research Institute of Puerto Rico and the Caribbean (IMPCA) is a part of the library.

Amaury Veray Library

The Amaury Veray Library is integrated into the curriculum, and it is an indispensable resource for teaching the various subjects of the academic program. As such, the Conservatory understands the importance of maintaining, preserving, and continuing to grow the institution's bibliographic, electronic, and audiovisual resources.

The library bears the name of Amaury Veray as a posthumous tribute to this distinguished Puerto Rican composer who once was a member of the faculty of the Puerto Rico Conservatory of Music.

Collection Description

The library has a collection that consists mainly of musical art resources of European, American, and Russian origin. It also includes resources related to jazz, popular music, music from the Caribbean and Ibero-American region, and a collection of Puerto Rican music.

The collection is composed of approximately 39,699 titles and 61,108 volumes that include resources such as: 23,880 sheet music items, 6,735 books, 5,925 audio recordings, 1,251 video recordings, 1,691 institutional recordings, and 191 journals. The Amaury Veray Library has one of the largest collections of sheet music on the island.

Our users also have access to 124,906 sheet music items and books in digital format—including encyclopedias and dictionaries—93,051 audio and video recordings, and other resources aimed at supporting the faculty.

Digital Puerto Rican Collection

As part of its Puerto Rican Collection, the library contains a collection of sheet music, audio recordings, and other digital resources that can be accessed through the Conservatory's intranet.

Services

The library serves the entire Puerto Rico Conservatory of Music population from its facilities located in the academic building. The library also provides other universities, music schools, researchers, and the general public with reference services and on-site access to its collection.

The following are some of the services the library offers:

Circulation of Materials

Resources such as sheet music, books, audio recordings, and videos are circulated in accordance with our lending policies. The lending of resources is limited to bachelor's and master's students, professors, and administrative staff. The time limit for borrowing resources that circulate outside the library is 30 days, but borrowers may renew their loan. The maximum number of materials that may be borrowed at any one time is 10, including books and sheet music. If the materials are not returned within the 30 days allowed, the borrower will incur a $0.50 penalty per day, per resource. If the material is lost, damaged, or returned incomplete, the borrower shall be charged for the current cost of the material, its binder, and a $25.00 processing fee for handling the material's replacement.

Faculty Reserve

The faculty reserve consists of bibliographic resources belonging to a professor or the library and which are used to academically support the different courses offered by the Conservatory. Bibliographical materials within the faculty reserve circulate for a limited period of time and only on site.

Audio Reserve

The audio reserve allows professors to store audio teaching materials corresponding to their courses so they may be accessible through the Puerto Rico Conservatory of Music's intranet.

Reference

The reference collection is made up of dictionaries, encyclopedias, bibliographies, subject catalogs, and indexes. It is located on open shelves in the library. Reference materials are not circulated outside the library.

Virtual Reference

The library offers a virtual reference service that allows users to ask quick reference questions using a form in the library's web site located at *https://bibliotecaamauryveray.cmpr.edu*.

Information Proficiency Program

The library offers all students workshops and orientations aimed at training them on the effective use of information resources. Group and individual orientations are offered on the use of the online catalog, bibliographic sources, electronic resources, and on doing monographs, bibliographies, and research work.

Journals and Databases

The journal collection contains 191 print tiles and 80,086 digital ones, the latter being available through the Virtual Library.

Virtual Library

The Virtual Library comprises a collection of approximately 78 databases that provide access to academic journals, e-books, library catalogs, images, documents, digital portals, audio/video streaming, and other resources that grant full-text access. Its multidisciplinary scope helps complement and support the curricular offerings at the Conservatory.

Online Catalog

The Amaury Veray Library uses the Voyager online catalog system to provide digital access to its collections. The catalog can be accessed from the library's website at *https://bibliotecaamauryveray.cmpr.edu*.

On-Site Computers

The library has an area with six computers that are accessible to the general public and that are equipped with word processing, spreadsheet, and slideshow software; general Internet access; and access to the library's online resources.

Audio Hall

The audio hall contains six individual stations with audio and video equipment for accessing the audiovisual resources in the library's collection. It also has five cubicles for individual study. Use of the equipment is allowed for up to two hours. No service is offered for lending headphones for personal use.

Group Study and Projection Hall

The library has two group study rooms with multimedia equipment that are aimed at meeting the needs of students who get together as a group to prepare oral reports, study for exams, or watch videos for a class. These must be reserved 24 hours in advance and for a period no longer than two hours. The rooms accommodate groups of up to six people. To reserve a room, an individual must present their institutional ID at the reception, which will hold on to the ID while the room is in use. The individual who reserves the room shall be responsible for making sure the rules outlined in the library's website are followed. When not in use by an active reservation, the rooms shall remain closed at all times.

Information Proficiency Development

The information skills and proficiency development workshops are held in various areas within the library, including one of the computer labs from the Technological Resources Center and the exhibition hall.

The computer lab contains 11 stations equipped with an iMac, general Internet access, and access to the library's online resources, such as databases, electronic journals, and digital collections. The computers are equipped with word processing, spreadsheet, and slideshow software; the Sibelius and Finale musical notation programs; audio recording production and editing software such as Pro Tools; and Band-in-a-Box, an educational technology program used by music teachers. All computers are equipped with MIDI keyboards. This laboratory is for the exclusive use of students enrolled in bachelor's and master's programs at the Conservatory and faculty members.

The exhibition hall includes a 70-inch smart board which the librarian can use to give students the information skills orientations and workshops. The library has 18 tablets available which students may use during workshops to do practical search exercises on the library catalog and the Virtual Library.

Interlibrary Loans

The library offers a bibliographic resource exchange service with universities and government agencies in and outside of Puerto Rico. Interlibrary loans are governed by the lending policies of the Amaury Veray Library.

Photocopy Service

The library provides access to three photocopiers/printers. These services are available in the Technological Resources Center laboratories and in the Public Services area. The cost of printing or photocopying is ten cents ($0.10) per page.

Wi-Fi Internet Access

The library provides Wi-Fi Internet access for active university-level students and faculty members.

Exhibition Hall and Information Skills and Proficiency Development Workshops Area

The exhibition hall is used to provide visual and cultural enrichment experiences for the university community. The exhibitions serve to showcase art, culture, history, and current events relevant to the Conservatory's academic disciplines. This hall is also used for holding the information skills and proficiency development workshops.

Audiovisual Services

The Learning Resources Center has a wide and sophisticated area dedicated to audiovisual resources that are used to support both teaching and learning activities and institutional activities and concerts. Activities and concerts are recorded, preserved, and catalogued, since, aside from being a part of the institution's academic resources, these recordings serve to document the educational, artistic, and historical work of the Conservatory. The academic community may access the recordings through the library's public catalog.

Technological Resources Center

The Technological Resources Center is part of the Fundación Ángel Ramos Learning Resource Center (CRAFAR). It is divided into two computer labs located in the library. One of the labs is equipped with eleven Mac computers, and the other has seven Windows PCs. All computers are equipped with MIDI keyboards, Microsoft Office, and various software for musical applications, such as the Sibelius and Finale musical notation programs, audio recording production and editing software such as Pro Tools, and Band-in-a-Box, an educational technology program used by music teachers. All computers have access to the library's public catalog and all other electronic resources available through the Conservatory's intranet. No service is offered for lending headphones for personal use.

The Musical Research Institute of Puerto Rico and the Caribbean

The Musical Research Institute of Puerto Rico and the Caribbean (IMPCA) is dedicated to promoting musical research in Puerto Rico with the goal of fostering a broader community awareness about the importance of music in Puerto Rican society.

Musiké Digital Journal

Musiké is a journal produced by the Puerto Rico Conservatory of Music dedicated to the publication of academic articles on any aspect of music, as well as reviews for recently published books, CDs, and audiovisual content (videos, DVDs) related to music, with the goal of creating a forum for discussing musical topics both at the national and international level.

TECHNOLOGY INTEGRATION

All of the Conservatory's classrooms for group classes are equipped with audio playback equipment and Internet access. Also, all public areas of the campus have Wi-Fi Internet access for students to connect their laptops.

PRCM Digital Platform Services and Online Communications

This area is tasked with maintaining and updating the Puerto Rico Conservatory of Music website, *https://cmpr.edu*. The website contains updated information on the Conservatory, email addresses of the administration and faculty, forms, and additional information for students. The website and social

networks are also used for posting news, announcements, and information about the various areas and offices of the Conservatory.

The Conservatory uses the *Moodle* learning platform for communications and for posting miscellaneous news and general information for students and faculty. Current students are encouraged to maintain an active enrollment in the *Student Resources* section on Moodle so they may readily access available information on the various areas and offices of the Conservatory.

Information Systems Usage Policy

The use of PRCM information systems is a privilege—not a right—which has been granted to members of the university community. Use of Internet and Wi-Fi services requires that the user act in accordance with the institution's policies for the use of information systems, as applicable, contained in the following documents: Rules for Student, Rules for Teaching Staff, Rules for Non-Teaching Staff, Government Ethics Rules, Information Systems Usage Policy, and any other applicable regulation or law.

These privileges may be revoked if not used in an acceptable manner or if the aforementioned rules are violated. Unacceptable actions in the use of information systems include (but are not limited to): [1] violations of copyright laws; [2] illegal activities; [3] actions that threaten the security or capacity of the system; [4] attempting to or gaining unauthorized access to accounts, files, or computers; [5] copying without the corresponding permissions any kind of materials, software, or any other kind of item that is protected by copyright or trademark laws ("trademarked material"), regardless of its origin; [6] actions that threaten the security or capacity of information systems or that destroy, break down, or overload information systems and equipment; and [7] any other violation of local and federal laws.

Any violation of the established policies and rules shall result in revocation of information systems usage privileges. Certain data may be subject to being accessed by way of subpoena or any other state or federal mechanism applicable under law.

Moodle Learning Platform

The *Moodle* learning platform is accessible through the Conservatory's website. It is a valuable communication and educational tool for professors and students. The Conservatory's Moodle also provides access to various services

useful in academic environments, such as [1] theoretical and listening exercises from teoria.com (www.teoria.com) and [2] the online music notation editor Noteflight.

Piano Laboratory

The Conservatory has a special room equipped with electronic keyboards for use in the keyboard skills course. It has stations fully equipped with Clavinova-Yamaha® electronic keyboards. This resource creates an effective way for the course to be taught in a group environment.

Interactive Learning Center (CAI)

The Interactive Learning Center (CAI) is equipped with 15 iMac workstations, all with MIDI keyboards. Available software includes Finale, Sibelius, Band-in-a-Box, Pro Tools, and others that help support courses. This room is also used to offer workshops for the entire academic community.

Institutional Email

Each student is assigned an institutional email address. The Conservatory uses these email addresses as a means of official communication with the student. Current students are encouraged to keep their institutional email address active.

Student identity verification in distance education

The Puerto Rico Conservatory of Music (CMPR) is committed to academic honesty and integrity throughout its community. The CMPR guarantees that the student enrolled in distance education programs is the same one who participates in the courses and obtains grades and credits. The Information Systems Office oversees ensuring the proper use of information and security systems on the CMPR electronic platforms and the Registrar's Office oversees ensuring the privacy of students' academic records. Secure access is ensured by providing complex credentials and passwords on all technology platforms used in distance education. The student identity verification process will begin in the Admissions Office once the required documentation is received and candidates go through the synchronous virtual interview process to be chosen. Once admitted, each candidate will receive a student number, a Microsoft 365 institutional email account, a user to enter the JKG enrollment system and a user to access the courses in Moodle. Students will have the opportunity to modify

their passwords following security parameters after providing unique information that proves their identity.

On the other hand, the faculty of distance learning courses will implement strategies to verify the identity of students until the completion of their studies.

Important notes:

There are no charges for student identity verification.

Distance education students should familiarize themselves with the policies related to the subject such as the Distance Education Policy, the Information Systems Use Policy and the Academic Honesty Policy published on our website.

STUDENT LIFE

General Rules

The General Rules for Students govern the general rules of student life, as well as the rules of academic and administrative procedures established by the Academic Senate, institutional officials, or both, as contained in this catalog. Students are admitted with the understanding that they accept the basic principles and rules of institutional conduct as established in the General Rules for Students of the Puerto Rico Conservatory of Music, the Institutional Catalog, and any addenda thereto. It is the responsibility of the student to become familiar with all the rules and procedures applicable to their studies and to observe the strictest compliance with them.

Academic degrees shall be awarded only to students who have met all requirements and complied with all academic and administrative standards of the Puerto Rico Conservatory of Music.

Students

The Conservatory's student body is made up of local and international students. The Conservatory is proud to have awarded a bachelor's degree in Music to hundreds of Puerto Rican musicians, and proudly proclaims that its alumni currently constitute the cornerstone of the musical life of Puerto Rico. Puerto Rican instrumentalists, vocalists, and composers—the fruit of a tireless institutional effort of over five decades—today perform in the most prestigious stages in Puerto Rico and around the world. Similarly, the Puerto Rico Symphony Orchestra is made up almost entirely of Conservatory alumni. Also—thanks to the proliferation of excellent musicians—various classical and popular music ensembles, municipal bands, and choirs have been formed. Today, these groups are at the core of the activities that nourish the musical life of the island. The Conservatory contributes directly to the growth of music education in Puerto Rico, having graduated hundreds of music teachers who currently work in public and private schools around the island.

The Conservatory boasts a growing body of international students from various Latin American countries and from the United States. The Office of the Dean of Student Affairs helps support the specific needs of our international students through the Student Guidance and Counseling Office, which serves as liaison.

Specialized Studies

University-level musical studies require a high degree of commitment from students and a significant time investment in order to be able to meet program requirements and to dedicate the necessary amount of time to practicing their instrument. Their progress, academic success, and ability to thoroughly meet their program's requirements all greatly depend on the dedication that students show for their musical studies and instrument practice.

Students are encouraged to exercise caution and good judgment when considering taking on additional studies in other unrelated disciplines, as well as when considering or accepting job commitments. Should any of these scenarios arise, it is recommended that students consult with their academic counselor.

Student Organizations

The Conservatory recognizes students' right to form student organizations, provided that the procedures established in Article V of the General Rules for Students are followed. To receive official recognition for such an organization, students must file an official application with the Dean of Student Affairs. The Dean shall then convene the Accreditation Committee, which shall be responsible for evaluating and approving new student organization applications. Student organizations that fail to follow the accreditation process described in the General Rules for Students shall not be able to operate in the Conservatory.

Student Rights and Duties

1. As pupils and collaborators in the cultural and service mission of the Puerto Rico Conservatory of Music, students are members of the university community. As such, they shall have the right to actively participate in the life of said community. Students shall assume all moral and intellectual responsibilities that being a part of the community demands.
2. When selecting students, the Conservatory maintains a clear admissions policy that prohibits discrimination based on age, color, race, sex, origin, religion, physical or mental disability, veteran status, or political beliefs. The Puerto Rico Conservatory of Music has the responsibility of offering its students the best education. Each student is responsible of effectively taking advantage of the opportunities the Conservatory offers them for their growth.

3. The fundamental right of the university student in the Puerto Rico Conservatory of Music's academic community is the right to an education. Likewise, the main duty of the student is to responsibly exercise this right through a respectful conduct toward all members of the academic community and in such a way that the student's behavior promotes an environment of understanding and harmony without hindering other community members from exercising their rights and fulfilling their duties.
4. The student has the right and duty to diligently look for and express the truth while maintaining an environment of respect and tolerance toward differing points of view. Consequently, the Conservatory recognizes students' right to free speech and to the free exchange of ideas with classmates, professors, and administrative staff.
5. Students shall actively participate in their classes, consult with their professors, and respectfully express their questions and differing opinions. They shall do so in accordance with a set of rules that promote the serious and professional environment that is needed to achieve the Conservatory's goals. In order to continue being a student at the Puerto Rico Conservatory of Music, students must comply with the various academic rules currently in force.
6. Students have the right to receive the necessary academic orientation at the start of their academic career and throughout the course of their studies. This shall include an explanation of the objectives and requirements of each course, texts to be used, special activities, and evaluation methods and criteria that professors deem necessary. Likewise, students shall have the right to be informed about exams and tests they have taken and the grades they have gotten, and they shall have the right to receive an evaluation of their performance in the course as an essential part of the learning and teaching process.
7. Students shall be responsible for obtaining any material discussed while they were absent from a class.
8. Academic records and disciplinary records shall be filed and kept separate. The information in those records shall be confidential and shall not be available for use by unauthorized people, in or outside the Conservatory, without the written consent of the student or as described in the Privacy Law. The Chancellor and other authorized officials of the Conservatory, as well as the student's professors, shall have access to information they may need for purposes of academic guidance or for helping the student.
9. Students shall be able to hold—in accordance with established rules—any activity, meeting, or ceremony and invite any person to

give a talk on any topic of interest to them, provided that, in exercising any of the aforementioned rights, students do not hinder the Conservatory's teaching, technical, or administrative work and that they comply with all rules currently in place. Students shall be able to associate freely, and they shall be able to edit and distribute publications, as long as they follow the rules set forth herein and have obtained the approval of the Dean of Student Affairs.

10. Students of the Puerto Rico Conservatory of Music shall be responsible for knowing and familiarizing themselves with the Rules for Students and any other rules and policies of this institution.

Student Publications

Student publications must indicate the organization responsible for it, the members in charge of the publication, and the authors. These people shall be responsible for the publication's content, style, and distribution, and they must comply with the standards of respectful expression that are expected of university life.

Distributing within the Conservatory any publication that is libelous, defamatory, or obscene, or that incites disorder or is in any way illegal is strictly prohibited. Any violation shall be subject to disciplinary action. Please refer to the General Rules for Students for more information.

Lodging

The Puerto Rico Conservatory of Music does not offer nor supervise any lodging services. However, the Student Guidance and Counseling Office maintains a directory of homes in the immediate neighborhood and helps students identify lodging opportunities. Prices vary depending on the services and facilities offered.

ID Card

The ID card certifies the identity of a student enrolled in the Conservatory. The ID card must be validated each semester during the enrollment processes so that the student may be able to receive services, collect scholarship checks, and have access to campus facilities. Constantly carrying their ID card may allow students to receive discounts on the cultural activities that are most important for the musical growth of our students. If they lose their ID card, students may obtain a new one at a cost of ten dollars ($10.00). Students must

pay for the duplicate card at the Collections Office and then, on the next business day, pick up their new card at the Registrar Office.

Student Health Insurance

Students are required to have health insurance coverage in order to enroll at the Conservatory. For students who do not have medical insurance, whether an individual or family plan, every year the Puerto Rico Conservatory of Music contracts a medical insurance firm that offers students a complete medical insurance plan at a moderate cost. This health insurance plan allows students to visit participating physicians and hospitals. At the time of enrollment, if a student does not show proof that he or she currently has health insurance coverage, acquiring the health insurance plan offered by the Conservatory shall be compulsory. This plan shall be valid through the semester for which the student has enrolled. Once the enrollment process is complete and the student has paid the individual premium corresponding to the aforementioned insurance plan, the student shall be insured starting from the first day of class.

If the student will be active during the second semester, his or her insurance coverage shall be valid through July.

Student Guidance and Counseling

The Conservatory's Student Guidance and Counseling Office offers students services to support them in achieving their professional and personal goals. It also provides orientation on different areas and offices of the Conservatory.

Instrument Rental and Loaning

The Conservatory offers rental and loan services for a variety of musical instruments from the institution's collection. This service is offered for the benefit of students and is managed by the Office of Operations and Infrastructure. Instruments are rented or loaned, subject to availability, for the duration of one semester only. Every student who uses this service shall be responsible for keeping and returning the instrument in the same condition in which it was loaned. Students shall pay for any damages that the instrument sustained during the time it was loaned.

Academic Counseling

As part of its commitment to the academic growth of its students, the Puerto Rico Conservatory of Music appoints a professor in a student's area that shall

serve as said student's academic counselor. The academic counselor shall be the student's guide and consultant in all academic affairs related to the student's program of study and shall also ensure that the student knows and understands the institutional policies and rules that apply to him or her.

Each semester, before the course selection process for the next semester begins, all students must hold a session with their academic counselor in order to evaluate their academic progress and assess their continuation in their program of study, in accordance with their curriculum.

Reasonable Accommodation

The Puerto Rico Conservatory of Music is committed to offering equal opportunities to students with disabilities and stands by its implementation of a transparent reasonable accommodation policy in compliance with state and federal laws, as amended, presented below:

1. Vocational Rehabilitation Act (1973)
2. Act Prohibiting Discrimination Against Disabled Persons (Act No. 44 of 1985)
3. Americans with Disabilities Act (1990)
4. Integral Educational Services for Persons with Disabilities Act (Act No. 51 of 1996)
5. Act to Guarantee Information Access to Persons with Disabilities (Act No. 229 of 2003)
6. Bill of Rights for Persons with Disabilities (Act 238 of 2004)
7. Reasonable Accommodation Passport to Post-Secondary Institutions Act (Act 250 of 2012)

Candidates for new admission and active students of the university program of the Puerto Rico Conservatory of Music who are enrolled in a program of study shall be eligible to apply for reasonable accommodation.
For more information, please refer to the Student Guidance and Counseling Office. Additionally, a copy of the *Reasonable Accommodation Policy of the University Program of the Puerto Rico Conservatory of Music* may be found at *https://cmpr.edu/wp-content/uploads/2021/01/Politica-Acomodo-Razonable-abril-2017.pdf*.

Tutoring Program

The Tutoring Program aims to strengthen the necessary skills to promote student success in various academic areas. The Program's main objective will be to offer individualized and group tutoring to students at an undergraduate level in the areas of language, ear training, keyboard skills and music theory. It is a priority for the Conservatory to accompany, guide and monitor the student in order to contribute to their comprehensive training. The tutoring program is free of charge, and the student can find more information in the CMPR webpage and at the Deanship of Student Affairs.

Virtual Project: Student Success

The Virtual Student Success Project aims to provide students with support tools that promote retention, graduation, and academic success. The project offers an online support system tailored to each year of study, assistance with graduation requirements and career development, group and individual mentoring programs, referrals to tutoring or external support services, and health and wellness initiatives within the Conservatory. Visit cmpr web-page for more information: https://cmpr.edu/programa-exito-estudiantil/

Campus Facilities

Use

Campus facilities are for the exclusive use of students and faculty of the Puerto Rico Conservatory of Music. It is strictly forbidden to use campus facilities for private classes, individual or group rehearsals, private activities, and any other event not directly related to the institution's programs of study, with the exception of authorized rentals.

Operating Hours

The Conservatory's operating hours have been selected with the best interest of the student in mind. The facilities are open every day except on holidays and on academic recess periods. On such occasions, reduced access hours are implemented. For more information on the operating hours of campus facilities, please refer to the Office of Operations and Infrastructure.

General Rules for the Use of Practice and Rehearsal Rooms

1. Practice rooms shall be available during campus operating hours exclusively to currently enrolled students of the Conservatory.

2. To use the practice rooms, students must show their (duly validated) ID card.
3. Students must keep their reservation ticket readily available at all times to serve as proof that they have been authorized to use the practice room.
4. Students of Piano majors (Piano and Piano Education) shall have priority for using the following practice rooms of the academic building: 318A to 325A. These rooms shall also be available (through reservation) to students of other majors, so long as they are not already in use.
5. The "combo ensemble" rooms are for the exclusive use of the faculty and students of the Jazz and Caribbean Music major.
6. Practice rooms are not equipped with music stands. Students are responsible for bringing and using their own music stands as needed.
7. Any practice room that is not used for over 15 minutes shall be considered unoccupied. Leaving belongings in a room does not secure the room for later use.
8. The Conservatory shall not be responsible for the safety and protection of musical instruments, accessories, or personal belongings left unattended in the practice rooms or in any other area of the institution.
9. Food consumption is not allowed in the practice rooms.
10. Removing upright piano covers is not allowed.
11. No objects are allowed to be placed on the pianos except for music sheets.
12. Moving instruments and accessories assigned to a practice room out of the room is not allowed.
13. Obstructing the view through the glass on the room's doors and windows is not allowed.
14. People unrelated to the Conservatory are not allowed in the practice rooms.
15. Using practice rooms (as well as any other campus facility) to give private classes or for any activity other than practicing musical instruments is not allowed.
16. Practicing musical instruments in the Pablo Casals (north courtyard), Luis A. Ferré (south courtyard), and Patio de la Cascada courtyards, in front of the Amaury Veray Library, in the Student Center, in hallways, in inner lounges, stairways, bathrooms, or the parking lot is not allowed.
17. Practicing musical instruments at Plaza la Laguna and in the Rafael Hernández Amphitheater is permitted from 7:00 am until 7:00 p.m.

18. Students must turn off the practice room's light switch once they are done using it.
19. Practice rooms, musical instruments, equipment, and accessories must be treated with care to keep them working properly. Please report any irregularity or malfunction of any equipment to the Office of Operations and Infrastructure or to the security guard on duty at the time.
20. The general rules set forth herein are aimed at protecting and preserving the institution's practice rooms and facilities, as well as promoting their proper use by all students enrolled in the Conservatory. Students who fail to comply with any of these rules shall be subject to disciplinary action as described in the General Regulations for Students manual.

Practice Rooms under the Advance Reservation System

The Conservatory has a system of prior reservation of practice rooms for the benefit of students.

1. The place to process the reservation of rooms is the Reception office of the institution.
2. The hours to reserve practice rooms will be from 8:30 am to 12:00 pm and from 1:00 to 4:00 pm.
3. Students will receive a ballot with their reservation details. The security officer may require the ballot to verify the time of use and that it is indeed reserved.
4. Practice Room Usage Hours:
   Monday to Friday: 6:00 am – 11:30 pm
   Saturdays: 7:00 am – 9:00 pm
   Sundays: 9:00 am – 7:00 pm
   It is important to be attentive to official announcements for changes in the schedule of the facilities.
5. Reservations for the rooms must be made in person. You must present the validated student card at the time of booking.
6. The maximum time to reserve rooms will be two hours per practice room and you can reserve up to two practice rooms daily, which means that the student can practice four hours a day in reserved rooms.
7. The itinerary of the practice rooms will be available every day in the Reception office. Any time that remains unreserved on the itinerary will be considered available for use on a first-come, first-served basis.

8. The student will have 10 minutes to get to the reserved practice room. If you arrive after the stipulated time, you will lose the room and it will be available for the use of another student.

Parking Lot

The Conservatory has a parking lot which is accessible through the frontage road that feeds into the Román Baldorioty de Castro Expressway.

Noise Prohibition Clause

In order to harmonize the rights of students with the specific needs of the tasks inherent to learning music, students shall refrain from making noises that may interrupt or hinder classes, rehearsals, concerts, or other activities at the Conservatory. This includes the use of loudspeakers, horns, or any instrument for amplifying sounds or human voices.

Students shall refrain from practicing instruments in hallways, bathrooms, staircases, courtyards, or in any public space where doing so would hinder the academic or administrative work of the staff. Students who fail to comply with these rules shall have a complaint filed against with the Dean of Student Affairs, as described in the General Regulations for Students manual.

Smoking Policy

Smoking is strictly prohibited by law in the Conservatory's facilities except in outdoor spaces designated as *smoking areas*.

Textbooks

Required textbooks are outlined in the syllabus of each class. Acquiring textbooks is mandatory and is the student's responsibility.

Music Stands and Amplifiers

The Puerto Rico Conservatory of Music provides music stands only for use in institutional ensemble rehearsals, in concerts, and in graduation recitals. Music stands are not provided for individual practice or rehearsals. Each student must bring their personal music stand. Amplifiers shall be provided exclusively for use in scheduled classes. Guitar and electric bass students must bring their personal amplifier for private practice.

Institutional Rehearsals and Concerts

The Conservatory's facilities are for the exclusive use of enrolled, active students and faculty members for the purposes of classes, rehearsals, and practice sessions. Using campus facilities for personal rehearsals, private classes, or any other private uses is strictly prohibited. Any person who makes improper use of campus facilities shall be brought before the appropriate authorities. In order to use halls or rooms for rehearsals, a person must obtain a written authorization from the Office of Institutional Activities.

Rehearsal Authorizations

The Office of Institutional Activities is in charge of coordinating and authorizing the use of halls or rooms for rehearsals. No person may use said facilities without prior consent and/or authorization from this office. In order to use said facilities, a person must fill out the *Use Application Form* available at the Office of Institutional Activities. The security guard on duty—or an official designated by the Conservatory—shall be the person in charge of granting access to the requested facilities. No entry or use of the facilities shall be allowed without proper authorization.

The Office of Institutional Activities shall not be responsible for any conflict related to the use of facilities when said conflict arises as a result of independent scheduling decisions made without the authorization or approval of the office. When filling out the application, the person must declare all the instruments, equipment, and people that will be present at the rehearsal. In the case of rehearsals that require transporting instruments and/or equipment into the requested space, it shall be the applicant's responsibility to take care of all necessary arrangements. Once the rehearsal is over, the applicant shall be responsible for informing the security guard so he or she may lock the facilities. The applicant shall also be responsible for leaving or storing instruments and equipment where they were found.

Recitals and Concerts

The Conservatory encourages all its students to actively participate in the various opportunities offered for them to perform in public. To participate in recitals and concerts, students must request authorization from their professor and must follow the established procedures.

Faculty Recitals

Professors who are interested in holding faculty recitals must fill out an *Application to Hold Academic Events* and submit it to the Office of Institutional Activities (with a copy to the Office of the Dean of Academic Affairs). In the application, the professor must provide various possible dates for the recital. The final assigned date will depend on the spaces available in the current performance schedule. The content of the printed program for the recital must be submitted to the Office of Institutional Activities—in Microsoft Word format—two weeks prior to the event. The Office of Institutional Activities reserves the right to cancel or reschedule the recital if the required information is not submitted within the specified time frame.

Student Concerts and Departmental Concerts

The student and departmental concert series serves as a workshop for students to grow technically and artistically through performances. To participate in these concerts, the student must fill out a *Participation Application* and submit it to the Office of Institutional Activities no later than seven days before the date the student wishes to perform in. In the concert, the student will have to briefly talk about the piece he or she will perform. All concerts must be no longer than one hour. The concert's capacity and date shall be assigned in strict accordance with the order in which applications were received and according to space availability. The information on the application must be complete and correct. The Office of Institutional Activities shall not be responsible for spelling or content errors submitted by the applicant, and the Office reserves the right to cancel or reschedule the student's performance if the application is not submitted within the specified time frame or if the information contained therein is incomplete. Departmental concerts shall be coordinated through the directors of the academic departments. They are the ones responsible for forwarding all required information to the Activities Coordinator of the Office of Institutional Activities. In the case of ensembles, the following shall be the responsibility of students, professors, or academic department directors:

1. Coordinating with all other participants and providing all necessary information regarding the time and place of the activity.
2. Informing participants about the dress code.
3. Making arrangements for a page-turner (if one is needed).

Family Concerts and Other Institutional Activities

The Office of Institutional Activities must receive all required information at least three weeks prior to the appointed date if the information is handwritten, or two weeks if it is submitted in Microsoft Word format (this is the only accepted digital format). The Office of Institutional Activities reserves the right to cancel or reschedule any performance if the required information is not submitted within the specified time frame. The performers for interdepartmental concerts (that is, concerts where students from all departments may perform) that are held as part of the *Family Concerts* series shall be chosen through auditions. The Office of the Dean of Academic Affairs shall publish calls for auditions on the Conservatory's bulletin boards. Once auditions have ended, the office of the dean shall submit the audition results and the content of the printed program to the Office of Institutional Activities.

Pre-Recitals and Graduation Recitals

Recitals shall only be scheduled on the dates and times that have been previously decided by the Office of Institutional Activities.

Date and room assignments shall be decided at the start of every academic semester. Dates and times available for orientation shall be published every semester in bulletin boards and on the Conservatory's website no later than the second week of the start of classes.

Students shall be responsible for:

1. Choosing and coordinating with the Office of the Dean of Academic Affairs, their professor, their companion, and members of the judging panel possible dates from the published dates.
2. Dates shall be assigned strictly based on the order in which they were requested. The Office of Institutional Activities offers no guarantees about the availability of the requested date.
3. Filling out the corresponding application form and submitting it with all required signatures to the Office of the Dean of Academic Affairs (and a copy to the Office of Institutional Activities) no later than three weeks after receiving said application form. *Under no circumstances shall applications be accepted one day prior to the recital.*
4. Coordinating all matters related to the production of their recital, including requesting and transporting instruments and equipment.
5. Preparing the program of their pre-recital. It must include a program notes section. These shall be submitted no later than three weeks prior to the date of the pre-recital. The program notes requirement

applies to junior recitals and to recitals for graduate programs (Graduate Diploma and Master) in Performance and Composition.

The Office of Institutional Activities is available to help the student with:

1. Making and printing the program
2. Making and printing publicity

The student shall be responsible for submitting the content of the program in digital format (whether in person or through email) no later than two weeks before the recital date.

In order to receive these services, students must request them in writing on their application, which they must submit no later than two weeks before the recital date. Requests for these services shall not be accepted one day before the recital.

Date Changes

Date changes shall only be done with the approval of the Office of the Dean of Academic Affairs. To change the date of their recital, the student must fill out a new application and obtain all necessary signatures once again.

Stage Decoration

The *Manual for Holding Pre-Recitals and Recitals* states that no decorations are allowed, not even plants. If decorations are necessary, they must be limited to items that can be easily placed and removed. Hanging or attaching decorations on walls, lights bars, or the acoustic shell is not allowed. Candles are not allowed on the stage.

Reception

Students shall be responsible for planning and preparing a reception for their recital. The student shall also be responsible for cleaning up after the reception and for bringing tables or any other equipment the reception requires. Consumption of alcoholic beverages during the reception is not allowed.

For more detailed information, please refer to the *Manual for Holding Pre-Recitals and Recitals* available at the Office of Institutional Activities and on the Conservatory website.

Jazz and Caribbean Music Department

Students of the Jazz and Caribbean Music Department are responsible for meeting with their instrument professor to prepare their recital proposal before requesting a date.

The proposal must include:

1. Repertoire:
    a. Lead sheets / arrangements
    b. Styles or genres and approximate duration of each piece
    c. Conceptual or improvisational goals contemplated in each piece
    d. Plan for the structure of the composition and arrangements
2. Tentative list of the names of the musicians who will accompany the student
3. Tentative rehearsal schedule (the two rehearsals which the professor must attend are selected)

Two weeks prior to the recital date, the professor and the student must arrange a meeting with the director of the Jazz and Caribbean Music Department to present the final proposal. After that meeting, no changes shall be allowed, except in cases in which a request for reconsideration has been filed and approved by the professor, the Department director, and the Dean of Academic Affairs.

For more information, please refer to the Manual for Holding Pre-Recitals and Recitals available on the Conservatory website and at the Office of Institutional Activities.

Graduate Level Voice Department

Students of the Graduate Diploma program in Voice Performance and the Master of Music in Voice Performance shall not be required to hold a pre-graduation recital. It is the discretion of their professor whether to authorize them to hold a recital.

Official Dress Code for Institutional Concerts

The dress code for institutional concerts is as follows:

Nighttime

1. Men
    a. Tuxedo, white shirt, bow tie, and black shoes and socks
2. Women
    a. Long black dress with sleeves and black shoes
    b. Plunging necklines and tight-fitting pants are not allowed

Daytime

1. Men
    a. Black suit, white shirt, tie, and black shoes and socks
2. Women
    a. Knee-length black dress with sleeves and black shoes
    b. Plunging necklines and tight-fitting pants are not allowed

Each concert series and ensemble will also have a specific dress code for their activities. The dress codes for these are as follows:

Student Concert Series

The dress code for this series shall be:

1. Men
    a. Dress pants (no jeans allowed regardless of their color), long-sleeved shirt, shoes (no sneakers), and socks
    b. Wearing a sports jacket is preferable but not required
2. Women
    a. Knee-length or long dress, with short or long sleeves, shoes (no sneakers)
    b. Plunging necklines and tight-fitting pants are not allowed

Institutional Ensembles

1. Men
    a. Black tuxedo or suit, long-sleeved white shirt or long-sleeved turtleneck, and black shoes and socks
2. Women
    a. Long-sleeved, long black dress or palazzo pants with long-sleeved shirt and black shoes and stockings
    b. Plunging necklines and tight-fitting pants are not allowed

Recording Responsibility Release Policy for Institutional Concerts

Institutional activities and concerts are an integral part of the Conservatory's academic program. As such, the Conservatory records video or audio of all concerts and activities produced in the institution. The Conservatory may also undertake commercial projects that use audio and video recordings to highlight its musical ensembles. The Conservatory reserves all rights to all concerts produced by the institution, including the right to distribute concert audio and video to the media for any purpose and without limitation.

Students who enroll in the Conservatory's programs of study consent to audio or video recordings, which shall become part of the institutional files and that may be transmitted, used, or reproduced, now or in the future. Enrolled students cede to the Conservatory all rights, including materials, that may result from the commercial distribution of these recordings. The Conservatory is expressly released from any dispute that may arise from the promotion, transmission, or distribution of these recordings.

Personal Image Use Policy

The Conservatory of Music reserves the right to capture the image, whether as still photos, video recordings or other means, of members of the academic community—including professors, students, and administrative staff—participating in rehearsals, concerts, and other institutional activities. These images may be used by the Conservatory for informational and promotional purposes in catalogs, activity calendars, admissions, and recruiting materials on the Conservatory's website and other institutional publications.

Members of the academic community who do not wish their image to be recorded and used for these purposes must fill out the *Personal Image Use Opt-Out Form*, which is available at the Registrar's Office. The absence of a member's completed opt-out form shall mean that he or she has no objection to their personal image being recorded and disseminated for the aforementioned purposes.

The Conservatory has no control over the photos or video captured by the news media that cover its activities.

Academic Honesty

The Conservatory values intellectual integrity and demands the highest standards of academic conduct. Students must carry out their studies in an ethical

environment that promotes the highest standards of honesty in academic work so they may one day become future leaders and role models in our communities. Academic dishonesty is detrimental to the Conservatory's integrity and goes against its goals and objectives. Academic dishonesty is no way to achieve success.

It is the responsibility of students, professors, and all the staff of the Conservatory to protect institutional values and to strive for the highest academic standards. Dishonesty, deception, plagiarism, any other inappropriate behavior related to academic work, or any action intended to deceive shall constitute fraud. Unauthorized use of materials and giving or receiving unauthorized help during an exam or any academic exercise shall also constitute a violation of academic honesty.

Fraud

The following are examples of fraud:

1. Copying another student's work during a test or other academic exercise or allowing another student to copy one's own
2. Taking an exam in another student's name or allowing another student to take an exam in one's name
3. Paying someone else to write or complete a project or assignment and submitting it as one's own work
4. Doing someone else's class work
5. Handing in an assignment or project that was bought from a business or that was obtained on the Internet
6. Being in possession of notes, study sheets, or other materials during an exam or other academic exercise when the use of such materials has not been authorized
7. Collaborating with another student during an academic exercise without the professor's authorization
8. Falsifying information
9. Destroying or stealing someone else's work
10. Stealing someone else's work and submitting it as one's own
11. Accessing or altering grade records, student records, and other documents
12. Falsifying exam results
13. Data falsification in investigations
14. Data falsification in investigations
15. Fraudulent participation in tests or online activities, including allowing another person to take an academic assessment or assignment on

the student's behalf, or presenting themselves online by impersonating another student.

16. Use of unauthorized electronic devices to access information during exams or assessments without teacher permission.

Plagiarism

The use of another person's ideas or words without due acknowledgment constitutes plagiarism. Examples of plagiarism include:

1. Not using quotation marks or indentation when directly citing a source
2. Minimally paraphrasing a piece of writing to give the false impression that it is one's own writing
3. Substantially paraphrasing a piece of writing without attributing the original author
4. Altering, falsifying, destroying, or fraudulently using exams, academic records, grades, and other official academic documents
5. Using computers inappropriately or without authorization
6. Altering or destroying digital information systems or software; digital vandalism or fraud
7. Fraudulently using, destroying, illegally appropriating or duplicating, improperly possessing or disposing of academic materials or digital information
8. Purchase of authorship of scientific articles or essays
9. Data plagiarism: It consists of using data collected by another person or institution without their consent or without citing them correctly, presenting them as if they were the result of their own research.
10. Plagiarism of images and graphics: It refers to the incorporation of images, photographs, graphics, diagrams or any other visual material in a work without mentioning its origin or having the corresponding authorization.
11. Plagiarism in translations: It occurs when a text is translated from another language and presented as one's own without giving recognition to the original author, omitting the reference to the original source.
12. Accidental (unintentional) plagiarism: It occurs when a student or researcher does not correctly cite a source due to ignorance, carelessness or misapplication of citation rules, even if there is no intention to deceive.

13. Mosaic plagiarism: It occurs when a person combines fragments of texts from different sources by rearranging words or phrases without quoting them correctly.
14. Self-plagiarism: refers to the practice of presenting as new a work that has been previously prepared by the same author in another academic context, without due authorization or without indicating that it is reused content.

Unauthorized possession or disposal of academic materials includes:

1. Taking another student's academic work without permission
2. Being in possession of exams or other assignments that have not been officially handed out by the instructor
3. Handing in the same assignment in two different classes, without express authorization

Any violation of this policy shall be processed according to the procedures established in the Conservatory's Rules for Students.

Photocopying

The Conservatory strictly enforces copyright laws. The Conservatory follows the *ALA Policy Concerning College and University Photocopying for Classroom, Research, and Library Reserve Use* rules of March 1982.

For more information, please see *http://www.ala.org/offices/publishing/sundry/rightspermissions/reprintguidelines*.

The guidelines for educational uses of music and the conditions under which photocopying materials is permissible are as follows:

1. In general, standard rules should be followed for classroom use
2. The same photocopied material may not be handed out every semester
3. Only one copy per student is allowed
4. The handout must include a note on the front page regarding the photocopied material
5. Students may not be charged anything beyond the cost of the photocopy

In cases of multiple copies, the following rules must be followed:

1. The amount of material must be reasonable considering the total material assigned for a semester according to its nature and level; see 17 USC + 107(1) and (3)
2. The number of copies must be reasonable considering the number of enrolled students, assignment difficulty, and other courses that may assign the same materials; see 17 USC + 107(1) and (3)
3. The copied material must always contain a copyright notice; see 17 USC + 401
4. Photocopying a certain work must not negatively impact its sales (In general, the library must have at least one copy), see 17 USC + 107(4)

Allowed

1. Making emergency copies to replace sheet music that is not available for a concert for whatever reason, as long as there is a commitment to acquire the original in a reasonable time or the Conservatory already has the complete work in its library
2. Fragments of works may be photocopied, as long as said fragments do not represent a standalone part that could be performed on its own, such as a movement or an aria
3. Book chapters
4. Journal or newspaper articles
5. Poems or essays

Forbidden

1. Photocopying is not permitted for the purpose of creating, replacing, or substituting for anthologies, compilations, or complete works
2. Workbooks, manuals, exercise books, standardized tests, exam booklets, and other such materials may not be photocopied
3. Music pieces, arias, movements, and complete works may not be photocopied
4. Using photocopies of complete works, movements, or arias in concerts
5. Photocopying entire books
6. Photocopying workbooks, exercise books, and other such materials
7. Photocopying in order to avoid purchasing original books and scores
8. Not including the original work's copyright notice in its photocopy
9. No more than 10% of a complete work may be photocopied
10. No more than one copy per student may be produced
11. Photocopying may never be used to replace or substitute for complete works

Photocopying may never:

1. Substitute for the purchase of books, publications, or journals
2. Be used by a professor to repeatedly recycle the same material from one semester to the next

Professors may make a copy of the following materials for class preparation or class use:

1. Book chapters
2. Newspaper or journal articles
3. Short stories, essays, poems
4. Graphs, charts, diagrams, or images from a book, newspaper, or journal
5. A fragment of a recording, for teaching purposes

Professors may make multiple copies (but never more than one per student) for classroom use of:

1. Entire poems if they are less than 250 words
2. Prose–Articles, essays, short stories, or other prose materials, if they are less than 2,500 words
3. Illustrations, graphs, diagrams, images
4. The professor's own work

This shall only be allowed if:

1. There is an immediate need for the material, and the original cannot be obtained in any other way
2. The material will only be used in a single course
3. The professor will not copy more than one poem, article, story, essay, or fragment by the same author in a single semester
4. The professor will not make photocopies of materials for a single course in more than nine occasions

Policy Against Sexual Harassment

Sexual harassment in educational as well as professional settings undermines a person's dignity, restricts their fundamental freedoms (as defined in Article II of the Bill of Rights), and limits their right to an education protected under our Constitution.

Every educational institution has the obligation to keep their learning environments free of sexual harassment and intimidation, and they shall clearly state

what their policy against sexual harassment toward students, professors, and non-teaching staff is. In addition, all educational institutions shall ensure that its students are able to study in a safe environment that protects their dignity.

The Puerto Rico Conservatory of Music hereby commits to demanding a behavior that meets the highest moral and ethical standards and to prevent, discourage, and stop sexual harassment in the workplace and classrooms.

The Conservatory has the moral and legal obligation to take affirmative action to eliminate any practices that lead to sexual harassment. This illegal and discriminatory practice is strictly prohibited, and the Conservatory will not tolerate its employees—whether teaching or non-teaching—students, contractors, or directors—no matter their position or standing—engaging in sexual harassment.

The kind of behavior that constitutes harassment is diverse; it includes verbal harassment, giving lewd or suggestive looks, inappropriate comments, rubbing against someone's body, sexually pressuring someone or making sexual invitations, implicit demands for sexual favors, and physical assault.

Demanding sexual acts from someone shall constitute sexual harassment, as well as any sexual conduct, explicit or implicit, verbal or physical, when said conduct occurs under at least one of the following circumstances:

1. When said conduct is an unwanted sexual advance intended to harass, threaten, or interfere in a detrimental way with the target's performance, or when the sexual conduct creates an intimidating, hostile, or offensive environment.
2. When the target's acceptance or rejection of the person's unwanted sexual advances would be used as a basis for making decisions related to any aspects of the target's academic or professional environment.
3. When accepting the person's unwanted sexual advances would become an implicit or explicit condition for the target to continue studying, working, or being contracted at the Conservatory.

Pursuant to applicable laws, the Conservatory declares its *Policy Against Sexual Harassment.* A copy ca be found at the Conservatory's website: *https://cmpr.edu/*.

Campus Security Policy

As required by current state and federal law, the Puerto Rico Conservatory of Music fulfills its responsibility of providing protection and security to the members of the academic community. The Conservatory promotes and maintains a safe study and work environment free of hazards, violence, and danger.

A 24-hour security guard service is in place to ensure the protection of faculty, employees, students, the general public, and campus property. Any student or employee of the Conservatory who is faced with a dangerous situation that threatens life or property must immediately notify the security guard on duty, the director of the Office of Operations and Infrastructure, and the Dean of Administration and Finance. These officials shall take care of the corresponding procedures to notify the Puerto Rico Police and collect all the information needed to address the situation. If necessary, these officials shall mobilize emergency medical services—whether public or private—as available.

Pursuant to the *Campus Security Act*, the Conservatory declares its *Institutional Policy on Campus Security.* A copy may be obtained from the Office of the Dean of Administration and Finance. Every year, the Conservatory shall make available its statistics on security incidents that occur on campus. The Office of the Dean of Administration and Finance shall be responsible for providing these statistics. The annual statistics are also published on the Conservatory's website: *https://cmpr.edu/oii/campus-safety*.

Drugs and Alcohol Policy

Pursuant to the *Drug Free Workplace Act of 1988* and the *Drug Free Schools and Communities Act,* the Puerto Rico Conservatory of Music strictly prohibits the use, possession, distribution, and trafficking of drugs and narcotics on campus. The consumption, possession, and distribution of alcoholic beverages on campus is likewise prohibited. Any violation shall be subject to disciplinary actions, as described in the rules of the Conservatory.

Firearms

The Conservatory strictly prohibits the possession, carry, transportation, or use of firearms within the institution's facilities, except in the case of law enforcement officers. Any violation shall be subject to disciplinary actions, as described in the General Rules for Students.

Student Academic Complaints

The Academic Senate shall consider complaints brought forth by students over arbitrary, capricious, or malicious actions related to grades, evaluations, assignments, exams, or any other academic affair. Complaints must be made in writing—including names, dates, and other relevant details—and must be submitted to the Senate through the Dean of Student Affairs no later than one month after the day the incident occurred. They must include names, dates, and other relevant details that are helpful for evaluating the case. For more details on bans, sanctions and disciplinary measures and the procedures for complaints and disputes, refer to the General Student Regulations, revision 2025.

Additional General Prohibitions

The following actions also constitute a violation of institutional rules and shall be met with disciplinary sanctions: violations of institutional rules or policies, altering or falsifying official documents, academic dishonesty, improper conduct, disturbing the peace, representing the Conservatory without the proper authority, offensive behavior toward any member of the academic community, participating in fraudulent or dishonest activities, committing a felony or misdemeanor that implies moral corruption, failing to appear at summonses made by institution officials, and any actions that constitute a violation of the basic rules of order, decorum, good manners and community.

For more details regarding prohibitions, sanctions, and disciplinary measures, please refer to the General Rules for Students.

STUDENT ADMISSIONS

The Puerto Rico Conservatory of Music is interested in admitting students from all geographic, social, and economic sectors of the island and abroad who possess musical abilities and skills, and who are suitable to make the most of the educational programs the Conservatory offers. Complete information on admission requirements and processes is available on the Conservatory's website: *https://cmpr.edu/admisiones/*.

Admissions Office

The Admissions Office is the institutional unit in charge of the Conservatory's recruitment and admissions process. It is responsible for receiving, analyzing, and processing all admission applications submitted to the Conservatory. It

also ensures that applicants duly submit all necessary information, as specified by the general admission and audition requirements of each major. The Admissions Office will evaluate all received applications and it shall have the power to reject any application that does not meet the requirements set forth in this catalog.

The services offered and/or coordinated through this office include:

1. Orientation on admission requirements for potential students, parents, and music professors
2. Group orientations in schools, participations in college fairs
3. Visits of hopeful students to seminars, workshops, and concerts
4. Reviews for the theory and dictation exam
5. Auditions and entrance exams

The Admissions Office email address is *admisiones@cmpr.edu*.

General Admission Rules

Admission to all programs of study takes place once a year during the second academic semester. Those who are accepted may begin their studies starting on the first semester of each academic year. Audition results expire in August after the enrollment process ends. If a student is admitted but does not enroll, he or she will have to go through the entire admission process again the following year. The Conservatory reserves the right to accept late admissions if it deems so necessary.

The deadline to apply for admission is available in the *Admissions Office Calendar.* A copy may be obtained at the Admissions Office or at the following address: *https://cmpr.edu/admisiones/*.

A student's admission shall be determined based on the audition, interview, and/or entrance exam required by each major. The admission requirements for each major shall be defined by the corresponding academic departments. This information is available in the *Admissions Manual* and at the following address: *https://cmpr.edu/admisiones/*.

Auditions, composition portfolio evaluation and/or interviews for candidates for the Music Education program shall be conducted by the departmental judges appointed to preside over them. If the number of students who pass the auditions and/or interviews exceeds the number of available spaces, those with the highest scores shall be admitted. Decisions made by the faculty and

the various departmental committees involved in the admission process are not subject to discussion. The judges' decision is final, firm, and unappealable. Audition, interview, and exam results are confidential.

A candidate's admission shall be subject to compliance with the admission requirements and to the spaces available for each major and program of study. Any candidate who provides false information to be admitted to the Conservatory shall automatically be disqualified.

The Conservatory reserves the right to establish its admission requirements and to review them whenever it deems necessary. All changes shall be announced through the document titled *Catalog Addenda*.

A student's admission is subject to compliance with the established admission criteria for each curricular offering and to the spaces available.

Admission process

Below is a summary of the steps for undergraduate admissions:

1. Submitting the admission application by the deadline indicated in the academic calendar, along with all corresponding documents.
2. Candidates for the Bachelor of Music Education program must attend and pass the faculty interview. This requirement precedes the instrument audition for candidates to this program of study.
3. Passing the instrument audition (or the evaluation of composition portfolio, in the case of those applying for the bachelor's in Composition).
4. Taking the Theory and Dictation placement exam (only for those candidates who pass the instrument audition).
5. Once admitted, confirming attendance and submitting the rest of the required documents.
6. Completing the financial aid application.
7. Contacting Financial Aid Office staff to check on the status of scholarship application (if the candidate qualifies).

Below is a summary of the steps for graduate diploma and master's degree program admissions:

1. Submitting the admission application by the deadline indicated in the academic calendar, along with all corresponding documents (repertoire list, essay, recommendation letters, and any other applicable documents).

2. Candidates for the Master of Music Education program must attend and pass the faculty interview.
3. Passing the instrument audition and other applicable exams.
4. Once admitted, confirming attendance and submitting the rest of the required documents.
5. Taking diagnostic tests in History and Music Theory. Should the candidate fail any of these tests, he or she must take the corresponding remedial courses.

Undergraduate Admission Requirements

Performance and Composition Program Admission Requirements

To apply for admission to the Bachelor of Music in Performance, Bachelor of Music in Performance of Jazz and Caribbean Music, or the Bachelor of Music in Composition, the applicant must:

1. Have finished high school or be a graduation candidate before May of the current year.
2. Complete and submit the application for admission and pay a non-refundable $75.00 fee on the date stipulated in the academic calendar. Applicants to the bachelor's in Composition must submit their portfolio with the three required compositions along with their application.
3. Have a cumulative GPA of 2.00 or more on a scale of 0.00–4.00 points. Request that the Conservatory be sent a transcript of records from the last accredited institution the candidate studied in, whether it be a high school or another university. It must include a GPA on a scale of 0.00–4.00 points.
4. Submit their test results for the PAA, an exam administered by College Board Puerto Rico y América Latina. The Conservatory will use the score of the Spanish and English sections for placing candidates in the basic courses of both languages.
5. For applicants to the Bachelor of Music in Performance and Bachelor of Music in Performance of Jazz and Caribbean Music, pass their principal instrument audition. For applicants to the bachelor's in Composition, receive a satisfactory evaluation of their composition portfolio.
6. Taking the Theory and Dictation placement exam. The website of the Conservatory, under the Admissions section, has an example of the Theory and Dictation placement exam intended to help students better prepare for the real exam.

Once admitted, students must confirm their attendance by completing the Attendance Commitment form and paying a non-refundable $75.00 fee to reserve their space. This amount shall be applied to the tuition balance.

Music Education Program Admission Requirements

1. Have finished high school or be a graduation candidate before May of the current year.
2. Complete and submit the application for admission and pay a non-refundable $75.00 fee on the date stipulated in the academic calendar.
3. Have a cumulative GPA of 3.00 or more on a scale of 0.00–4.00 points, or a B grade on any other scale. Candidates with a cumulative GPA lower than the established minimum shall not be admitted, without exception.
4. Submit their test results for the PAA—an exam administered by the College Board Puerto Rico y América Latina—or their SAT results. To be admitted to the Bachelor of Music in Music Education, the candidate must obtain a minimum total score of 1,300 in the academic achievement section of the PAA. In the case of the SAT the minimum total score shall be 1,200. The candidate must request the results be sent directly to the Conservatory. The Conservatory will also use the score of the Spanish and English sections for placing candidates in the basic courses of both languages.
5. Submit a written essay (together with the admission application) of at least 500 words explaining the reasons why the applicant wants to be a music teacher, their professional goals and objectives, and the qualities they believe they possess to achieve them.
6. Have an interview with the director of the Department of Music Education and/or faculty members of said department. This interview shall have the aim of getting to know the candidate closely, evaluating his or her vocation for a teaching career, and analyzing and discussing his or her essay. Through this interview, the Department of Music Education shall determine whether the candidate should be recommended for taking the next parts of the entrance exam, or, instead, if he or she should continue studies in another major.
7. If the candidate receives the recommendation of the Department of Music Education faculty, he or she will then proceed to the principal instrument audition. If the candidate does not pass the audition, he or she shall not be admitted to the Conservatory.

8. Taking the Theory and Dictation placement exam. The website of the Conservatory, under the Admissions section, has an example of the Theory and Dictation placement exam intended to help students better prepare for the real exam.

Once admitted, students must confirm their attendance by completing the Attendance Commitment form and paying a $75.00 fee to reserve their space. This amount shall be applied to the tuition balance.

Musical Theatre Program Admission Requirements

1. Complete and submit the Application for Admission with the corresponding payment on or before December 5, 2025.
2. Request that the transcript of credits from the last accredited institution in which you are studying or studied so far be sent to the Conservatory. The transcript must show an overall academic score of 2.00 or higher on a 4.00-point scale. At the end of the semester from January to May, they must request the final transcript evidencing their fourth year and certifying that the student has completed high school indicating the date of graduation and submitting a copy of the Graduation Diploma.
3. Send a pre-selection video with the application (refer to the audition process area for details).
4. Submit a portfolio where the candidate highlights their accomplishments and experiences in musical theater, including items such as photos, programs of previous performances, and reviews. A detailed list of their participations in musical theatre productions must be provided, specifying the title of the play, the role played, the place and the year of each production. Mention any previous training in dance, acting, and singing, if relevant.
5. Submit 2 letters of recommendation from singing teachers, acting coaches, stage directors, or other musical theater professionals who can testify to their abilities and potential.
6. After passing the pre-selection audition, the CMPR will invite candidates to a live audition.
7. Take the Theory and Dictation Placement Exam. We have several resources available on our website or teoria.com, which can help the applicant in preparing for this exam.
8. Take the Theory and Dictation Placement Exam. We have several resources available on our website or teoria.com, which can help the applicant in preparing for this exam.

Once admitted, students must confirm their attendance by completing the Attendance Commitment form and paying a $75.00 fee to reserve their space. This amount shall be applied to the tuition balance.

Music Therapy Program Admission Requirements

1. Have finished high school or be a candidate for graduation before May of the current year.
2. Complete and submit the application for admission and pay a fee of $75.00 (non-refundable) on the date stipulated in the academic calendar.
3. Have an overall academic index (GPA) of 3.00 (on a scale of 0.00-4.00 points or B grade on any other scale). Applications will not be accepted from students with a general average lower than the established one, without exceptions.
4. Submit the result of the University Admission Tests (PAA) offered by the College Board Puerto Rico and Latin America or the result of the Academic Aptitude Test (SAT). To be admitted to the program, the candidate must obtain a minimum total score of 1,300 in the academic achievement part of the PAA. In the case of the SAT, the minimum total score will be 1,200. Request that the results be sent directly to the Conservatory. The institution will also use the score from the Spanish and English sections for placement purposes in the core courses required for both languages.
5. Submit a written essay (with the application for admission) of at least 500 words, explaining the reasons why the applicant wants to be a music therapist, their professional goals and objectives and all the qualities they understand they have to achieve them.
6. Interview with the director of the Department of Music Education and Music Therapy and/or members of the faculty of said department. The purpose of this interview will be to get to know the student closely, evaluate his or her vocation for the teaching career and analyze and discuss the written essay presented. The teaching staff of the Department of Music Education and Music Therapy will determine through this interview whether the student should be recommended to take the next parts of the admission exam or if, on the contrary, they should reorient their studies towards another specialty.
7. Demonstrate proficiency in written and conversational English and Spanish. The student will be asked to write two essays: one in Spanish and one in English after the interview.

8. If the student receives the recommendation of the faculty of the Department of Music Education and Music Therapy, then he or she will proceed to audition on the student's main instrument. If you do not pass the audition of the instrument, you will not be admitted to the Conservatory.
9. Take the theory and music theory placement exam. The Conservatory's page, in the admissions section, offers an example of the theory and music theory admission exam in order to help students better prepare for the exam.
10. Submit three letters of recommendation.

Once admitted, students must confirm their attendance by completing the Attendance Commitment form and paying a $75.00 fee to reserve their space. This amount shall be applied to the tuition balance.

Admission Requirements for Homeschooled Students

Homeschooled students will need to meet the general admission requirements, as well as the specific admission requirements of their desired major. The admission requirements related to transcripts of records and the results in the PAA test offered by College Board Puerto Rico y América Latina have been adjusted for homeschooled candidates in order to take into consideration the differences inherent to their school environment.

Homeschooled candidates may present one of the following two documents instead of a transcription of records:

1. The candidate must present proof of having completed a program of study equivalent to having graduated high school in Puerto Rico. High school equivalency must be certified by the Puerto Rico Department of Education. The candidate's GPA equivalent must meet the requirements of the program for which the candidate is applying.
2. If a certification from the Puerto Rico Department of Education showing that the candidate has completed a program of study equivalent to high school graduation in Puerto Rico cannot be provided, the parent or guardian of the candidate must present the following documents:
    a. Transcription of records: the individual or entity who certifies homeschool studies shall prepare a transcription showing the courses the candidate has passed. It must include: the course title, the period in which the course was taken, and the grade obtained. The candidate must have passed all

the courses required by the Department of Education in order to complete high school studies.

b. Homeschool Student Certification. This is a sworn statement that the candidate completed his or her studies through homeschooling. The form is available in the Admissions Office.

The student must submit the results of the PAA test offered by the College Board Puerto Rico y América Latina. The average of the candidate's scores in the English, Spanish, and Math sections must be at least 1,200 points. The student might be required to attend an interview if the Conservatory deems it necessary.

Theory and Dictation Placement Exam

This exam is used to place the student in one of three ear training levels:

1. Ear Training 3001–Required first-year course for all the Conservatory's curricula. It is worth two credits and meets four hours a week. Includes one hour of laboratory a week.
2. Preparatory Ear Training 2101–Remedial Ear Training course, first level. It is graded as *Pass (&P) or Fail (NP)*. For purposes of financial aid, it has a value of four credits. It meets a total of six hours a week. Includes 1.5 hours of laboratory a week. It lasts one semester.
3. Preparatory Ear Training 2102–Remedial Ear Training course, second level. It is graded as *Pass (&P) or Fail (NP)*. For purposes of financial aid, it has a value of four credits. It meets a total of six hours a week. Includes 1.5 hours of laboratory a week. It lasts one semester.

The following table details the ear training levels in which students shall be placed according to the average score obtained in the placement exam:

1.	Ear Training 2101 Level	69% or less
2.	Ear Training 2102 Level	84% to 70%
3.	Ear Training 3001 Level	85% or more

The Theory and Composition Department reserves the right to annually review the assessment tools used for this exam. An example exam may be found at: *https://cmpr.edu/admisiones/*.

Additional documents

Once the student is admitted to the Conservatory, he or she must submit the following documents to the Admissions Office:

1. Birth certificate copy
2. PVAC-3 immunization certificate (only for students under 21 years of age)
3. Final transcript of records (applies to students coming in from high school; the document must show that the student completed high school and his or her final GPA).

Graduate Admission Requirements

Graduate Diploma in Performance of Instruments and Voice / Graduate Diploma in Performance of Jazz and Caribbean Music

To apply for admission to this program, the candidate must:

1. Complete and submit the application for admission and pay a $100.00 fee.
2. Have obtained a bachelor's or master's degree—or an equivalent university degree—in Music or a comparable degree offered by a foreign university.
3. Have graduated with a cumulative GPA of at least 2.50 on a scale of 0.00–4.00.
4. A list of the entire repertoire studied during undergraduate and other graduate studies.
5. Send an official transcript issued by the institution from where the last university degree was earned
6. Submit three letters of recommendation from music professors.
7. Pass the instrument audition

The student's admission to the Graduate Diploma program in Instrument Performance, Voice, or Jazz and Caribbean Music will rely on the applicant's instrument audition. Each candidate must perform an instrument audition before a panel of all the professors of the applicable department or area.

All those applying for orchestral instruments or voice must perform a varied and representative program that does not exceed 45 minutes in length. This program should include various periods of music history. In the case of orchestral instruments, specific excerpts from orchestral works must also be performed. For details about the audition repertoire for each instrument, please

refer to the following web page: *https://cmpr.edu/admisiones/*. Information for Jazz and Caribbean Music applicants can also be found on this page.

If the number of students who pass the entrance exam exceeds the number of available spaces, those with the highest scores shall be admitted.

Master of Music in Music Education

To apply for admission to the Master of Music in Music Education, the student must meet the following requirements:

1. Bachelor of Music in Music Education. Students with any other Bachelor of Music or equivalent university degree in Music must also complete 15 credits of Music Education courses in the following subjects:
    a. Psychology of Learning (3 crs.)
    b. Philosophical and Social Foundations of Education (3 crs.)
    c. Music Teaching Methods and Techniques (3 crs.)
    d. Nature and Needs of Exceptional Children or equivalent (3 crs.)
    e. Exceptional Student Education in the Regular Class Room (3 crs.)

    **Candidates who have not completed these courses may apply for admission to the Teacher Certification Program simultaneously to meet this requirement.*
2. Application for admission to the program and the payment of a fee of $100.00
3. An essay of no less than 500 words, in which applicants must present their reasons for wishing to enter the program, their professional goals and objectives, and the qualities they possess to achieve them
4. An official transcript from any undergraduate institutions in which the applicant has been enrolled
5. Three letters of recommendation from professors or administrators who can assess the applicant's potential for graduate study and teaching experience
6. A cumulative GPA of at least a 3.00 on a scale of 0.00–4.00
7. Video – Present during the interview a 5-minute demonstration class of the applicant's area of teaching experience or send along with the application for admission a 15-minute video of the applicant's teaching experience (classroom or essay of an instrumental or vocal ensemble).
8. Interview with the Dean of Academic Affairs and/or a professor of the graduate program

The applicant must possess comprehension and communication skills in both Spanish and English to successfully complete the degree of Master of Music in Music Education.

Master of Music in Performance

To apply for admission to the Master of Music in Performance, the student must meet the following requirements:

1. Bachelor of Music or Music Education or equivalent university degree in Music
2. Application for admission to the program and the payment of a fee of $100.00
3. A list of the entire repertoire studied during undergraduate and other graduate studies.
4. An official transcript from any undergraduate institutions in which the applicant has been enrolled
5. Three letters of recommendation from professors or administrators who can assess the applicant's potential for graduate study and teaching experience
6. A cumulative GPA of at least a 3.00 on a scale of 0.00–4.00
7. Pass the instrument audition

Admission to the Master of Music in Instrument Performance and Voice program will rely on the applicant's instrument audition. Each candidate must perform an instrument audition before a panel of all the professors of the applicable department or area.

All those applying for orchestral instruments or voice must perform a varied and representative program that does not exceed 45 minutes in length. This program should include various periods of music history. In the case of orchestral instruments, specific excerpts from orchestral works must also be performed. For details about the audition repertoire for each instrument, please refer to the following web page: *https://cmpr.edu/admisiones/*.

Admissions requirements are subject to periodic changes and updates. Any amendments or changes shall be published as an appendix to this document.

Music Theory and History Diagnostic Exams

All students admitted to the Master of Music program must take a proficiency exam, at a fourth year Bachelor of Music level, in the areas of theory, harmony,

form and analysis, and history of Western music. Applicants who are admitted but do not pass the exams must take remedial courses (without credit) in the needed areas. These courses must be completed prior to enrolling in the Theory and Analysis and History and Analysis requirements of the Master of Music program. Students who are absent from one or both diagnostic exams will automatically be placed in the corresponding remedial courses.

Other Requirements for Students Admitted to the Master of Music in Vocal Performance

Languages

All graduate-level voice students must have passed at least one year of studies in each of the following languages: French, Italian or German, or demonstrate equivalent studies in each language. Students accepted into the program who have not completed these courses may be admitted on the condition that they complete the courses as a graduation requirement.

Vocal Diction and International Phonetic Alphabet (IPA) Diagnostic Exam

All candidates must take a diagnostic exam in *Diction and International Phonetic Alphabet.* Applicants who do not pass this exam must complete a sequential graduate-level course in Diction as a graduation requirement.

Students who have graduated from PRCM's Bachelor of Music in Performance or Music Education within two years of applying for admission to the graduate program shall be exempt from taking the exams.

International Student Admission

Recorded Auditions

Candidates residing outside of Puerto Rico who wish to apply for admission to the Bachelor of Music in Performance or in Jazz and Caribbean Music Performance, both at the undergraduate or graduate level, may submit their audition by video recording. Once admitted, they must take the corresponding theory and dictation exams.

Admissions Requirements

In addition to completing the requirements indicated above for each bachelor's degree, international students must provide the following:

1. Complete and submit the application for admission and pay the corresponding non-refundable fee on the date stipulated in the academic calendar
2. Provide a copy of the high school diploma or equivalent. This copy must be certified by the Ministry of Education of the applicant's country or by the American Consulate.
3. Submit an official copy of the high school transcript validated by the Ministry of Education of the applicant's country or by the American Consulate with a cumulative GPA of at least 2.00 on a scale of 0.00–4.00. The Music Education major requires a GPA of X for admission, without exception. The transcript must be accompanied by a certification of the U.S. equivalency of the degree obtained in the country of origin.
4. International students under the age of 21 must bring evidence of their immunization records to legitimize them in Puerto Rico in accordance with Act No. 25 of the Puerto Rico Department of Health.
5. If the language of the academic records is not English or Spanish, the applicant must submit a translation duly certified by the institution of origin. All academic records must be certified by the Ministry of Education of the applicant's country and by the American Consulate. They must also send official information on the grading system used to evaluate academic achievement and evidence of degrees and diplomas received.
6. International students must wait for their acceptance letter and then apply for a visa to enter the United States. These students must be enrolled full-time for the entire period of study and demonstrate the ability to support themselves financially.

Admitted students must obtain a sponsor who will be responsible for the expenses related to their studies. Because international students cannot work to earn money to pay for their education and personal expenses, they must select a sponsor with the available finances to cover these expenses. The sponsor must financially support the student while they are studying in the United States. Therefore, the sponsor will be asked to sign an affidavit, agreeing to pay for the student's education expenses. The *International Student Handbook* includes the estimated budget for the academic year.

Sponsors must submit the following documents along with the affidavit to provide evidence of their income:

1. Letter from the company or institution where they work, indicating their monthly salary

2. Copy of their income tax return
3. Pay stub
4. Bank statement on official letterhead from a banking or financial institution, indicating the amount of money in the account. The minimum amount of money will depend on the estimated cost of studies per year, including room and board, etc.
5. Students that wish to cover their own expenses must send a bank statement indicating that they have enough money in their account to cover their study expenses for the duration of their university degree.
6. International students who have been sponsored by an institution in their country must submit a letter from the organization indicating the commitment to pay for the studies.

These documents must be sent to the Admissions Office. If the certification and documents meet the sponsorship requirements, the I-20 immigration form will be issued and sent to the student. With this document, the student will be able to apply for a U.S. visa.

Admission to Other Programs of Study

Teacher Certification Program

This program is designed for students who are interested in taking the courses required to obtain the teacher certification from the Puerto Rico Department of Education. The Department of Music Education and General Studies and the Office of Teacher Certification of the Puerto Rico Department of Education will determine the courses required for teacher certification in Puerto Rico.

Candidates for admission to the Teacher Certification Program must meet the following requirements:

1. Have completed a bachelor's, master's or doctoral degree in music or arts from an accredited institution, in one of the following majors:
    a. Music
    b. Arts with a major in music
    c. Humanities with a major in music
2. Active students may be admitted to the Teacher Certification Program as of their third year of instrument.
3. Have a cumulative GPA of at least 3.00 on a scale of 0.00–4.00.
4. Submit a 500-word essay that presents their goals and objectives as a future music education professional and the qualities they believe they possess to achieve them

5. Submit the Application for Admission to the Teacher Certification Program accompanied by all documents described above, on or before the date stipulated in the academic calendar, and pay the corresponding non-refundable fee
6. Submit an official transcript sealed by the institution where they obtained their university degree
7. Interview with the director of the Department of Music Education and General Studies. The director of the department and/or a designated faculty member must evaluate the candidate's file and make a recommendation as to whether or not to accept the candidate. The director will evaluate the following:
    a. Type of academic degree obtained (verify that there is at least one major in music)
    b. Cumulative GPA of at least 3.00 on a scale of 0.00–4.00
    c. Written communication skills through the presentation, development, and support of ideas

The Dean of Academic Affairs will evaluate the applicant's file along with the recommendation of the director of the Department of Music Education and General Studies and will make the final acceptance or rejection decision. After the evaluation and recommendation, the Admissions Office will send out a determination letter and proceed to give instructions on next steps.

Active students must complete the second year of their instrument major to be admitted to the program.

Continuing Education Program

Any students interested in taking Continuing Education courses must meet the following admissions requirements:

1. Submit the application for admission and pay the corresponding $50.00 fee
2. Have completed a Bachelor of Music or Music Education, or an equivalent university degree in music earned in another country.
3. Send an official transcript issued by the institution from where the last university degree was earned

Admission Categories

According to the results of the entrance exam for each major, students may be placed in one of the following categories:

1. Conditional admission (remedial or preparatory level)

a. Students admitted to the Bachelor of Music in Performance or Jazz and Caribbean Music Performance who demonstrate weaknesses in their instrument skill level will be accepted conditionally and placed in remedial instrument courses for one or two semesters to help them strengthen the skills required for admission to their first year of study. Students admitted to the Bachelor of Music in Composition who are weak in basic composition skills will be placed in a remedial composition course for one or two semesters before admission to the first year of the major.
b. Students whose theory and ear-training exam results indicate that they do not have the minimum skills to be placed in first-year courses shall be placed in the remedial/preparatory ear training course and music appreciation course to strengthen their weaknesses.
c. All students placed in remedial courses must pass the exams and be admitted to the first year of the major to which they were conditionally admitted within a maximum period of two semesters. ***After the established time limit, students who are unable to enter the bachelor's degree at the first-year level will be withdrawn from the institution. The privilege of being placed at the preparatory level is granted only once.***

2. Regular students
    a. This will be the placement for all students who meet the minimum level required to be accepted to the major they applied for at the first-year level. Regular students who demonstrate greater knowledge than those at the first-year level may be placed at a higher level. This determination will be determined by the jury of the academic department.

Spanish and English Course Placement

The following scores on the university admissions exam (PAA) offered by the College Board in Puerto Rico and Latin America will determine the students' placement in the required Spanish and English courses:

1. ESPA3001 - Spanish section - 475 points
2. INGL3001 - English Section - 451 points
3. ESPA3002 - Spanish section - 600 points
4. INGL3002 - English Section - 600 points

Students who do not achieve the indicated minimum score must take a remedial semester to address weaknesses in oral and written communication in the corresponding language. In this case, the language requirement increases to three semesters in total.

Students who take and pass the advanced placement exam (PNA) offered by the College Board of Puerto Rico and Latin America in Spanish and English with a score of three points or higher on a scale of five may be exempted from Spanish and English courses. If the student is exempt from taking one or both courses, they will receive credits, but not a grade.

Readmissions

Conservatory students who have paused their studies for a period of one semester and who wish to be readmitted to the institution must fill out the readmission application on the date stipulated in the calendar and pay the corresponding fees. The Admissions Office will respond to readmission applications by mail. Late applications will incur an additional charge. To be readmitted, they must undergo the registration process for the following semester.

Students who have paused their studies for two or more consecutive semesters must submit the readmission application on the date stipulated in the academic calendar and pass the instrument audition. Students applying for readmission to the Bachelor of Music in Composition must submit their composition portfolio along with their application.

All applications for readmission must be made within the residency duration for the corresponding degree as established in the catalog. Applications for readmission with a previous balance will not be considered. Students who were on probation during their last semester of study at the Puerto Rico Conservatory of Music will be readmitted with the same status. This could affect their eligibility for financial aid.

The curriculum established in the catalog of the academic year of their first admission to the institution shall apply to most readmitted students. The current catalog at the time of readmission shall apply to students who have been inactive for three or more years. Courses that have been subsequently eliminated from the curriculum shall be replaced by equivalent courses in terms of the content and number of credits. This evaluation shall be the responsibility of the Dean of Academic Affairs who will determine the corresponding course

of action. All readmissions are subject to the maximum student capacity of the desired major.

Ear Training Exam Process

1. Students whose credits have not expired and who have studied the most recent curriculum will not have to take the entrance exam again.
2. The student may enroll in the class that follows the last passed course.
3. Students may audit the last passed course as a review before proceeding to the following course.
4. If the student is not at an optimum level at the beginning of the course, the professor could recommend that the student audit the last course taken.

Readmissions for Students Enrolled in Preparatory Courses

Students enrolled in preparatory courses for instrument and/or ear training who apply for readmission but do not pass one or both courses must audition and take the Theory and Dictation placement exam on the new student exam dates in the second semester of the academic year. Both exams must be passed at the first-year level in order to be readmitted.

Students applying for readmission who drop out entirely while taking preparatory courses for instrument and/or ear training must audition and take the Theory and Dictation placement exam on the new student exam dates in the second semester of the academic year. Students enrolled in only one preparatory course must take the exam for that course only (the Theory and Dictation exam is offered only in the second semester as part of the new student enrollment process). All exams must be passed at the first-year level in order to be readmitted. Students who pause their studies after passing the ear training preparatory course do not have to take the theory exam again. No student may be readmitted to the preparatory level of ear training or instrument. ***Students may be placed at the preparatory level only once.***

Readmissions for Graduate Students

Since the maximum duration of residency for the Graduate Diploma in Performance is one year, it is not possible to apply for readmission to this program. Students who pause their studies and who do not complete the degree must reapply for admission and reaudition.

Students seeking master's or bachelor's degrees in performance who have paused their studies for two or more consecutive semesters must pass an instrument audition.

Teaching Language

The Conservatory offers its courses in Spanish. However, the institution reserves the right to offer some courses, especially at the graduate level, in English.

Admissions Committee

The admissions committee serves as an advisory body to the Dean of Student Affairs and the Admissions Office during the admissions process. This committee shall comprise the Dean of Student Affairs, the Registrar, the Admissions Coordinator, and a faculty representative from each academic department (elected by the faculty of the corresponding department). The committee is responsible for examining any exceptional cases and for evaluating and approving changes to the admissions requirements or policy.

During academic breaks, the Admissions Committee will comprise the Dean of Student Affairs, the Registrar, and the Admissions Director.

Non-Discrimination Policy

When selecting students, the Conservatory maintains a clear admissions policy that prohibits discrimination based on age, color, race, sex, origin, religion, physical or mental handicap, veteran status, or political beliefs. This policy applies to the administration of PRCM's educational policy, admissions requirements, and financial aid programs.

INTERNATIONAL STUDENTS

As part of its educational mission, the Puerto Rico Conservatory of Music receives international students who wish to earn a specialized degree in music from a distinguished institution. International students receive support from the Office of the Dean of Student Affairs and the Registrar's Office. The Registrar is the Conservatory's international student coordinator. The institutional staff is available to help resolve any situations that may arise while the student is enrolled at the Conservatory.

International students arriving in Puerto Rico to study at the Puerto Rico Conservatory of Music must go to the Office of the Dean of Student Affairs, where the Dean of Student Affairs and the International Student Coordinator will assist them.

Immunization Certificate

International students the age of 21 must bring an Immunization Certificate from their country of origin that includes comprehensive information about the vaccines they have received. Students who do not have this Immunization Certificate will be referred to the Department of Health closest to the area where they reside in Puerto Rico to undergo a physical examination and obtain any required vaccinations. The student must cover the cost of these examinations.

Driver's Licenses, Bank Accounts, Phones, and Lodging

Students must have a bank account, savings, or credit cards so they can cover registration expenses and other expenses that living in a foreign country involves. To obtain driver's licenses, bank accounts, and lodging, international students must bring a Certificate of Studies from the Conservatory that demonstrates that they are regular students of the institution. This certification can be requested at the Registrar's Office.

The Conservatory does not have a student dormitory. International students must make the necessary arrangements to identify lodging before arriving in Puerto Rico. For more information, please contact the International Student Coordinator.

Student Visa

International students who wish to study in the United States must apply for a student visa. The Conservatory accepts international students who have obtained an F-1 visa. This visa is granted to students who have been officially accepted to a full-time academic program in the United States. International students are required to study full time, which means maintaining twelve credits or more each semester in their program of study.

To apply for the visa, students must be admitted to our institution and wait for the acceptance letter from the Admissions Office. Once the sponsor documentation and financial certification are submitted, the student will receive the I-20 form. The I-20 form is not a visa; it serves only as verification that the student is expected to attend the Conservatory and enroll full time. Students must have the I-20 form in order to apply for their student visa at the US embassy in their home country.

Students applying for a visa for the first time must pay the *Student and Exchange Visitor Information System* (SEVIS) fees. This fee is intended to cover the costs of the tracking system for all students and visitors. These funds must be paid by mail or online to the Department of Homeland Security (Student and Exchange Visitor [SEVP] I-901 SEVIS Fee).

For additional information on the cost of this fee and how to pay it or to find out if the student is exempted, visit the SEVIS website: *https://fmjfee.com/*.

In order to obtain a visa, students must visit the closest U.S. Embassy or Consulate in their country with the following documents:

1. Passport
2. Form I-20
3. SEVIS payment receipt
4. Proof of financial aid (e.g., account statement, affidavit, etc.)

If everything is in order, the immigration officer will grant the student visa and stamp the student's passport. Upon receiving the visa, the student is legally authorized to enter the United States to study.

Upon arriving at the Conservatory, students must present their documents to the Registrar, who acts as the *principal designated school official (PDSO)*, or point of contact, with the U.S. Department of Homeland Security.

Visa Denial

Most students obtain a visa without a problem. However, there are times when the visa is denied even though the student has acquired all the documentation. Students who face any difficulty should request the reasons for the denial in writing and then contact the *principal designated school official (PDSO)* immediately.

Entering the United States

When moving to the United States, students must pass through the immigration area, where their passport, visa, and other documents will be officially reviewed. The student must have the following documents on hand:

1. Passport
2. Visa
3. Form I-20
4. Evidence of financial resources

International Student Obligations

As a result of the USA Patriot Act of October 2001, all international students must provide current and accurate information to U.S. Citizenship and Immigration Services (USCIS).

The student must submit a copy of the following documents to the principal designated school official (PDSO) at the beginning of every semester:

1. Valid Form F-1
2. Passport page with the student's address
3. Arrival/Departure Form I-94
4. Local address (United States)
5. Address in the student's country of origin (foreign)

Students must also advise the PDSO if there is a change in any of the above documents or if they make a change to their academic program. Failure to notify these changes could have serious consequences for the student's eligibility to remain in the United States.

Students must also have the following documents up to date:

1. Passport: Issued by the government of their country of origin, the passport enables students to leave and return to their country. Their passport must be valid for at least the next six months. Passports must be renewed at the consulate of the student's country at least six

months before it expires. Students may initiate this process in the United States by mailing their passport to their country's embassy.

2. F-1 stamp to validate the student visa: This validation stamp allows the student to travel to the United States. The date stamped on the student visa indicates the last day they can enter the United States. Students whose passport expires while they are studying in the United States are not required to get the validation stamp again until they leave the United States. However, they must have it renewed before re-entering U.S. territory. A visa may only be obtained outside of the United States in a foreign U.S. Embassy or Consulate. To qualify for the F-1 visa, students must have their I-20 form updated by the Conservatory.
3. Form I-94 stamped "D/S" (duration of status): Students can stay in the United States for the duration of their student status, regardless of the expiration date of the visa stamp in their passport. To maintain legal F-1 status, international students must:
    a. Have a valid passport and Form I-20
    b. Be a full-time student for both semesters
    c. Engage in off-campus employment only with the permission of U.S. Citizenship and Immigration Services

Requirements to Maintain F1 Status

1. Passport: Issued by the government of their country of origin, the passport enables students to leave and return to their country. Their passport must be valid for at least the next six months. Passports must be renewed at the consulate of the student's country at least six months before it expires. Students may initiate this process in the United States by mailing their passport to their country's embassy.
2. F-1 stamp to validate the student visa: This validation stamp allows the student to travel to the United States. The date stamped on the student visa indicates the last day they can enter the United States. Students whose passport expires while they are studying in the United States are not required to get the validation stamp again until they leave the United States. However, they must have it renewed before re-entering U.S. territory. A visa may only be obtained outside of the United States in a foreign U.S. Embassy or Consulate. To qualify for the F-1 visa, students must have their I-20 form updated by the Conservatory.
3. Form I-94 stamped "D/S" (duration of status): Students can stay in the United States for the duration of their student status, regardless of

the expiration date of the visa stamp in their passport. To maintain legal F-1 status, international students must:

a. Have a valid passport and Form I-20
b. Be a full-time student for both semesters
c. Engage in off-campus employment only with the permission of U.S. Citizenship and Immigration Services

F1 Status Violations

Students who do not comply with the following provisions will be in violation of their international student status:

1. Failure to apply to the selected university
2. Failure to enroll at the beginning of the semester (first weeks of classes)
3. Failure to attend the courses in which they are enrolled
4. Failure to initiate or complete the transfer process within the indicated time limit
5. Failure to request required status changes within the indicated time limit
6. Failure to request program extensions before deadlines
7. Failure to report changes of address (10-day limit)
8. Failure to leave U.S. territory within the indicated time limit
9. Working without authorization
10. Becoming inactive as a student for five or more months
11. Remaining in U.S. territory after finishing or pausing their studies

Exceptions to the Study Commitment

All students must carry 12 credits per semester in their regular course of studies. However, there are exceptions that may affect the student's ability to carry their academic load:

1. Language difficulties
2. Difficulty with reading requirements
3. Little familiarity with teaching strategies
4. Improper placement in enrolled courses
5. Medical issues
6. Illness evidenced by medical certifications or hospitalization
7. May be authorized for no more than 12 months
8. Enrolled in thesis
9. Students in their last year who only need to carry a load of less than 12 credits to graduate

F-1 Status Reinstatement

All international students are expected to complete their program before the expiration date on their I-20 form. This period is described in the catalog as the maximum amount of time to complete their studies.

Students who lose their status because they are not enrolled full time or they have not completed their I-20 before its expiration must apply for a status re-instatement. Likewise, students who lose their status due to academic probation or suspension must also apply for a status reinstatement. Students who do not maintain their status could risk being denied entry to the United States.

Students are eligible for a status reinstatement if:

1. They are full-time students.
2. They have not been denied a work authorization.
3. They have not been deported.
4. The circumstances that prevent them from completing the program are out of their control.
5. A determination to deny reinstatement would be an extreme hardship.

F-1 Status Reinstatement Requirements

Students who lose their F-1 status due to a violation of any of the requirements established by the Department of Homeland Security may request the reinstatement of their F-1 status by following these steps:

1. Submit a letter from the student, academic advisor, and PDSO (optional) to USCIS with a convincing explanation of the situation.
2. Submit an updated bank statement and affidavit.
3. Request a transcript.
4. Pay the Homeland Security I-901 fee. For information on cost, please visit the SEVIS portal at the following address: *https://fmjfee.com/*.

Authorization to Work

On Campus

International students may work certain on-campus positions for a maximum of 20 hours per week during the semester and 40 hours per week during the academic break. No special authorization is required to work on campus; however, students will be required to pay state and federal taxes on any money they earn. The Conservatory will internally post job offers available to students.

The conditions of employment at the Puerto Rico Conservatory of Music are as follows:

1. The job must be related to the student's education.
2. Full-time students are eligible.
3. They may work only 20 hours per week.
4. They may work 40 hours during academic breaks or holidays.

After analyzing the on-campus employment application, the PDSO will authorize the position, if available and in compliance with USCIS policy, and initiate an application for a temporary Social Security number based on the dates submitted on the Form I-20 or the length of the employment contract.

Off Campus

To qualify for off-campus work, students must meet grade requirements and maintain their F-1 status for a minimum of one academic year. Part-time off-campus work is limited to no more than 20 hours per week during the academic semester. Students who have been authorized to work off campus may do so full time only during academic breaks and holidays Authorization to work is automatically terminated if students fail to meet grade requirements.

Types of Work

1. Optional Practical Training (OPT): OPT enables international students to work in the United States, gaining experience in their field of study at the Conservatory. This type of job must be specifically related to the students' field of study and not be available in their home country. The PDSO determines these two prerequisites. Students may apply for part-time OPT during the semester once they have maintained their status for at least 9 months. Students are eligible for full-time OPT:
    a. During annual holiday breaks if the student is currently enrolled and eligible and intends to register for the next semester.
    b. After completing all degree requirements (excluding the recital or thesis).
    c. After graduation. USCIS authorizes OPT for a maximum period of 12 months for each degree completed.
2. Curricular Practical Training (CPT): CPT enables international students to work off campus if their curriculum requires it.

3. Any work authorization that is not approved through the Practical Training program will be granted only as a result of financial hardship. Students must demonstrate that their financial situation has changed drastically since their enrollment at the Conservatory. For information on applying for off-campus work authorization, please contact the PDSO.
4. Work must not interfere with studies.

The Puerto Rico Conservatory of Music will not offer legal representation to students who violate any of the provisions established by the USCIS (Department of Homeland Security).

FINANCIAL AID

The purpose of the PRCM Financial Aid Program is to provide students who request it with the financial aid necessary to achieve their educational goals. The aid is granted according to the individual financial needs of each student and the availability of funds.

The Financial Aid Office is committed to providing guidance and assistance to PRCM students and is one of the services offered by the Office of the Dean of Student Affairs.

The financial aid that is granted comes from federal funds, state funds, or private resources. Grants include Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Direct Loans, the Federal Work-Study (FWS) program, and other institutional grants. Currently, 65% of undergraduate students receive financial aid benefits.

Scholarships and Satisfactory Academic Progress Committee

The Scholarships and Satisfactory Academic Progress Committee comprises the Dean of Student Affairs, the Director of Financial Aid, the Registrar, and a faculty representative from each academic department (elected by the faculty of the corresponding department). The Committee is available to analyze discrepancies in the allocation of financial aid and to evaluate the appeals of students who failed to comply with the satisfactory academic progress policy. The committee evaluates, recommends, and approves the awarding of institutional scholarships.

Financial Aid Application Procedure

Students who wish to be considered for financial aid must file a FAFSA (Free Application for Federal Student Aid) application. It may be filled out online at the following address: *https://studentaid.gov/h/apply-for-aid/fafsa.* The institutional code is **010819.**

Students must apply on time and submit evidence of completion of the online application and any required documentation on or before May 30 of each academic year to receive their *Financial Aid Offer* letter and confirm their tuition payment. Along with the response from FAFSA, the following documents must be delivered to the Financial Aid Office, as requested:

1. Copy of their income tax return from the last taxable year. Dependent students must bring their parent or legal guardian's income tax return from the last taxable year.
2. If an income tax return has not been filed, the student must submit a signed statement. Form available at the Financial Aid Office.
3. Depending on the individual results received, the director of the Financial Aid Office may request any other document deemed necessary to complete the evaluation and documentation of the application.

Students who wish to continue receiving financial aid must apply for it on a yearly basis by submitting the completed corresponding forms to the Financial Aid Office of the Puerto Rico Conservatory of Music.

All students who are awarded an institutional scholarship must complete the *Scholarship Acceptance* form upon admission. If accepted, the student commits to enrolling at the Conservatory.

For detailed information on financial aid programs and the application process, see the Conservatory's internet portal at: *https://cmpr.edu/asistencia/*.

Non-naturalized international students are not eligible for federal or state scholarships.

Financial Aid Programs

Federal Funds

Federal Pell Grant

The Federal Pell Grant is a financial aid program that allocates funds to undergraduate students who demonstrate financial need while attending duly licensed and accredited institutions of higher education. The purpose of this scholarship is to help students cover some of their study-related expenses, such as tuition, books, transportation, room and board, and equipment.

To apply for this scholarship, the student must fill out the Free Application for Federal Student Aid (FAFSA) form online at the following address: *https://studentaid.gov/h/apply-for-aid/fafsa*. The online form is available in both English and Spanish. Completing it is a quick, easy, secure process. Each student who wishes to apply for the scholarship is responsible for completing the online

form and submitting it. The student must include our institutional code on the application: **010819.**

Before completing the *FAFSA* application online, both the student and a parent or legal guardian must create a username and select a secure password that meets the requirements of the U.S. Department of Education (as described), which they will use to sign the application electronically. Students will be able to use this to access their application, make updates, and renew the application for the following academic years.

After the application is submitted and processed by the U.S. Department of Education, the result will be available in approximately 72 hours. The PRCM Financial Aid Office will receive it in electronic format.

The Financial Aid Office will calculate the amount of aid for which the student is eligible according to the cost of education, the academic load, and the estimated family contribution (EFC) using the aid determination table provided by the U.S. Department of Education. Eligible students may receive these benefits for a maximum of six years of full-time studies or its equivalent (600%) or until they complete their bachelor's degree, whichever happens first.

Federal Supplemental Educational Opportunity Grants (FSEOG)

The FSEOG program awards aid to undergraduate students with serious financial need. Students who are eligible to receive a Federal Pell Grant and who have an EFC of zero are given priority when distributing this aid. Funds are limited, and eligibility for this aid is not guaranteed. These funds are administered by the PRCM Financial Aid Office.

Because this is considered a scholarship, students do not have to pay back any money awarded to them by this program when they finish their studies.

Federal Work-Study (FWS) Program

This program gives students with serious financial need the opportunity to work to cover some of their study expenses. The student may also be placed to work in institutional or community service programs. Compensation for the FWS program will be the federal minimum wage. The student's salary depends on the number of hours assigned and worked.

Federal Direct Loans

This program facilitates the granting of student loans directly with the U.S. Department of Education. There are two types of federal loans available to students, namely:

1. The Federal Direct Subsidized Loan is granted according to the student's financial need. The federal government subsidizes the interest until students have finished their studies and a grace period of six months from the date of graduation has passed. When that period has lapsed, students must either begin to make payments or request deferral, according to the policies of the federal loan program. During periods of deferment, the federal government will also pay the interest at the corresponding level. Graduate students do not qualify for the Federal Direct Subsidized Loan.
2. The Federal Direct Unsubsidized Loan is not awarded according to financial need. The student will pay all interest on the loan from the time it is granted. Accrued interest will capitalize and be added to the principal. Additional interest is calculated on the aggregate amount.

Students interested in more information about Direct Loans can visit the portal: *https://studentaid.gov/*.

General Disclaimers about Federal Pell Grants and Loans

1. The Federal Pell Grant will only cover courses that are requirements for the student's major, according to the catalog, up to a maximum of six cumulative years.
2. The Federal Pell Grant pays for only one year of remedial courses for students who have been admitted under that classification. Students who continue under this classification for a third semester must bear the cost of these courses.
3. Federal financial aid funds will not cover remedial courses that are repeated.
4. The Federal Pell Grant will not cover study expenses for required courses in other majors. Students who take courses that are not included in the curriculum of their major will be required to pay for them with their own funds.
5. The Federal Pell Grant does not cover the course fees for the Teacher Certification Program.
6. The Federal Pell Grant does not cover the costs of courses in the Continuing Education program.

7. Beneficiaries of student loans who decrease their academic load to less than half-time during their studies must begin paying their loans since a grace period extension will not be granted for this number of credits.

State Funds

Academic Talent Scholarship Program

The Puerto Rico Board of Postsecondary Institutions is the entity responsible for administering the funds of the BETA Program. Eligibility criteria are based on financial need, following the parameters established by the U.S. Department of Education for Title IV programs, in addition to meeting the specific requirements of the program. To be considered, students must:

- Be enrolled full-time in undergraduate or graduate-level programs (as determined by the eligible level for each fiscal year).
- Maintain a minimum GPA of 3.00.
- Have an annual family income that does not exceed 80% of the median household income, according to the current parameters for the corresponding fiscal year.

Institutional Funds

Talent / Academic Achievement Scholarships

The Conservatory has several scholarships that are awarded based on talent or academic achievement. This type of scholarship considers both criteria, in addition to financial need. On May 1 of every year, students receiving this type of scholarship must confirm their intention to attend the institution and accept the institutional scholarship in writing. This establishes a mutual commitment that the institution will reserve a space for the student and provide the indicated financial aid and, in turn, that the student will attend the institution for a set period of time.

Students who are offered this type of scholarship, who determine between May 1 and August 1 that they do not plan to study at the Conservatory, and who are offered a talent or academic achievement scholarship from another institution must inform the Conservatory. Any acceptance offer with a talent or academic achievement institutional scholarship that is extended after August 1 of the year of enrollment will be considered a transfer.

Conservatory Scholarship Endowment Fund

Fundación Ángel Ramos and Fundación Banco Popular

The institution has a scholarship endowment fund that has been made possible thanks to generous donations from Fundación Ángel Ramos, Fundación Banco Popular, and the Title IV program of the U.S. Department of Education.

Only students who meet the talent, satisfactory academic achievement, and financial need evaluation criteria for students applying for Title IV funds will be eligible for these scholarships. Students who are awarded this scholarship must be enrolled full time and have a response to their FAFSA on file in the Financial Aid Office with all corresponding documentation (12 credits).

Students who are awarded this scholarship must participate in all required institutional activities and concerts.

Conservatory Board of Directors Special Scholarship for International Students

This scholarship program has been established to help attract students in Latin America with superior musical talent who are ineligible for federal or state financial assistance programs. International students must show exceptional academic achievement and outstanding musical talent to be considered for this scholarship. The Admissions Committee and the Scholarships and Academic Progress Committee are responsible for evaluating the applications and recommending the candidates to the Board of Directors on a yearly basis.

Pro Artistic Scholarship Fund

The purpose of this fund is to help students who wish to participate in seminars, workshops, summer camps, conferences, local and international competitions, and any other activity that fosters their artistic development. This special fund is available to all students who apply for it while funds last. The Scholarships and Academic Progress Committee is responsible for evaluating the applications received.

Policy for Cancellation and Reimbursement of Title IV Funds

The Cancellation and Refund Policy is effective starting July 1, 2000 for all students who fully withdraw. This applies to all students who receive funds from U.S. Department of Education Title IV student financial aid programs.

Student beneficiaries of Title IV funds who fully withdraw from their studies during the semester for which they are enrolled will have funds deducted from their Title IV aid, according to a percentage and amount that will be calculated by the Conservatory. It is the student's responsibility to repay these funds to the respective Title IV programs.

Drop Date

The academic year consists of two semesters of fifteen weeks each. For purposes of calculating the amount to be repaid, the drop date shall be considered the student's last day of class attendance or academic activity. The date the student officially files for the drop shall be considered the last day of academic activity.

Special Cases

According to the determination of the institution, students who do not begin the drop process or who do not notify the institution of their intention to drop due to illness, accident, a death in the family, or another similar circumstance beyond their control shall rely on the Conservatory to determine an appropriate, fair, and reasonable drop date.

Calculation of the Amount of Accrued Title IV Funds

1. The percentage of accrued Title IV funds is calculated as follows:
2. If the student's last day of attendance occurs on or before the student has completed 60% of the payment period for which Title IV funds were received, the amount accrued by the student shall be calculated as follows: multiply the total amount of Title IV funds disbursed (or to be disbursed) for the period in which the student was enrolled (up to the drop date) by the enrollment period completed.
3. If the drop date occurs after 60% of the payment period has been completed, the student will be entitled to 100% of the payment.
4. The unaccrued percentage and amount is the complementary percentage of the accrued Title IV funds multiplied by the total amount of Title IV funds disbursed (or to be disbursed) to the student for the payment period up to the student's drop date.

Percentage of Payment Period or Enrollment Period Completed

Since programs of study are measured in credit hours, the number of calendar days of the enrollment period for which Title IV funds are disbursed must be

divided by the number of calendar days completed up to the last day of the student's attendance.

Discrepancies between the Accrued Amount and the Amount Received

If students are receiving less aid from Title IV funds than the amount to which they are entitled, late disbursement procedures shall ensue. If students are receiving more aid from Title IV funds than the amount to which they are entitled, the institution, the student, or both must return the funds, as established.

Repayment of Unaccrued Title IV Funds

The institution is required to repay (whichever is less):

1. The amount of funds from Title IV programs to which the student is not entitled, or the amount of institutional charges the student incurred for the enrollment period multiplied by the percentage of unaccrued funds.
2. The student (or family member, in the case of PLUS loans) must return or repay unaccrued Title IV funds and loans, aside from the portion of the aid that the institution must return to the scholarship and loan programs.
3. The student is exempted from repaying 50% of any aid that would have been required to be returned.

The funds that must be repaid to the funds associated with outstanding loan balances from the enrollment period shall be in the following order:

1. Direct Unsubsidized Stafford Loans (excluding PLUS loans)
2. Direct Subsidized Stafford Loan
3. Perkins Loan
4. Federal PLUS Loan
5. Direct PLUS Loan

If there are still funds available after all loans have been repaid, the remaining funds will be credited in the following order:

1. Federal Pell Grant for the payment period for which the refund is required
2. Federal Supplemental Educational Opportunity Grant (FSEOG) for the payment period for which the refund is required

Interruption of Studies

Students who wish to pause their studies for non-professional reasons must request it at the Registrar's Office. Up to a maximum of 15 calendar days per semester of study interruption will be authorized. In special circumstances, another interruption not to exceed 30 calendar days may be authorized. Interruptions may also be approved for military or jury duty.

In that case, the student will remain enrolled, so no repayment of federal funds is required. Students who wish to pause their studies must conduct the official procedure at the Registrar's Office. If the student does not return before the end of the authorized period, the last day of attendance will be used to calculate the applicable refund.

Financial Aid Programs for Graduate Studies

Students enrolled in a Master or Graduate Diploma program may apply for participation in the following financial aid programs:

1. Direct subsidized and unsubsidized loan programs
2. Federal work-study (FWS) program
3. Supplemental aid program administered by the Puerto Rico Education Council

This financial aid comes from federal or state government funds and depends on the availability of said funds each year.

Students interested in participating must meet the eligibility criteria for each program.

Financial Aid Application Procedure

Students who wish to be considered for financial aid must complete the following steps:

1. Complete and submit the Free Application for Federal Student Aid (FAFSA) online at *https://studentaid.gov/h/apply-for-aid/fafsa*. The institutional code required for this process is **010819.** The response to this application is the result of a basic evaluation that will be used to complete the student's loan application or to apply for other funding.
2. Provide the following documentation:
    a. Copy of their income tax return from the last taxable year. Dependent students must bring their parent or legal guardian's income tax return from the last taxable year.

b. If an income tax return has not been filed, the student must submit a signed statement. Form available at the Financial Aid Office.

International students are not eligible for these grants. Students with permanent or naturalized resident status must present evidence.

Federal Funds

Federal Direct Loans

This program facilitates the granting of student loans directly with the U.S. Department of Education.

Direct Unsubsidized Loan

These are granted according to the student's financial need. The federal government subsidizes the interest while the student is enrolled. Upon graduation or withdrawal, students will have a six-month grace period before they must repay the loan.

Interest will accrue from the time the loan is disbursed until the loan is paid in full. Interest that accrues while students are enrolled or during other periods in which they do not remit payments are capitalized; that is, the interest is added to the principal of the loan, and future interest is calculated according to the higher amount.

Federal Work-Study (FWS) Program

The Federal Work-Study (FWS) program provides jobs to students with financial need, enabling them to earn money to help pay for their education. The program encourages work related to community service and to the beneficiary's program of study. The FWS position will be paid at the federal minimum hourly wage. The student's salary will depend on the number of working hours assigned.

State Funds

Puerto Rico Education Council Financial Aid for Graduate Students

This financial aid program depends on the availability of funds allocated by the Puerto Rico Education Council. The student's financial need is taken into consideration. For information on how to apply, please contact the PRCM Financial Aid Office.

ACADEMIC REGULATIONS

Students are responsible for familiarizing themselves with academic rules and regulations, as well as any changes, which are published annually as an addendum to this catalog. The Conservatory makes every effort to ensure that changes are published in the catalog. However, there may be changes to information such as faculty, administration, curriculum, etc., during the course of the academic year.

All students are expected to abide by academic regulations and to behave in accordance with the highest standards of professionalism, honesty, and appropriate conduct with due respect for the property and rights of other members of the academic community.

Academic Year

The Conservatory's academic year is divided into two semesters with a duration of 15 weeks each.

Residency

The official duration for all Conservatory study programs is as follows:

Undergraduate Programs

Program	Normal Duration	Residency Duration	Maximum Duration
Bachelor of Music in Performance	4 years	2 years (64 crs.)	8 years
Bachelor of Music in Jazz and Caribbean Music Performance	4 years	2 years (64 crs.)	8 years
Bachelor of Music in Composition	4 years	2 years (64 crs.)	8 years
Bachelor of Music in Music Education	4 years	2 years (64 crs.)	8 years

Graduate Programs

Program	Normal Duration	Residency Duration	Maximum Duration
Graduate Diploma in Performance	1 year	1 year	1 year
Master of Music in Performance	2 years	1 year	6 years
Master of Music in Music Education	2 years	1 year	6 years

Does not apply to master's courses taken during the summer session.

Credits transferred from other institutions do not eliminate or modify the residency requirement in any way, nor will they count toward that purpose.

Maximum residency duration is counted continuously from the date of the student's first enrollment at the Conservatory and includes any leave taken and/or semesters in which the student was not enrolled. If the maximum duration has elapsed, students readmitted to programs must restart from the beginning.

The residency duration for part-time students may be extended up to 10 years. Students are eligible to receive Title IV funds for a maximum of six years, according to the percentage of use of previous years.

Retention and Graduation Rates

In accordance with the Student Right-To-Know and Campus Security Act of 1990 (Public Law 101-542, Sec. 668.46), the Conservatory provides retention and graduation data on the PRCM website at: *https://cmpr.edu/estudiantes/derecho/*.

Student Classification

Regular Students

Students who have been admitted, have enrolled, and have paid their tuition for the current semester of the program to which they have been admitted.

Active Students

Students who are enrolled and attending classes. Students maintain this status by enrolling for the following semester.

Inactive Students

Students who have failed to enroll for one or more semesters, but who intend to return. Applies to students who have been granted leave from their studies.

Students on Leave

Students who discontinue their attendance or enrollment at the institution to pursue an approved travel leave, study interruption leave, or prolonged study interruption leave.

Dropped Students

Students who have not enrolled and who have no intention of returning to the Conservatory.

Students on Academic Probation

Students who, due to lack of satisfactory academic progress, have been placed on academic probation.

Suspended Students

Students on academic probation who do not achieve the required academic progress after they become active students again. These students will be suspended from the institution.

Students Admitted at the Remedial/Preparatory Level

Students who must take remedial courses in instrument, ear training, or both in order to change their conditional admission and enter as a first-year student of the bachelor's degree in their major. Students may be designated this classification only once. Remedial instrument students in the following undergraduate majors will be eligible: Bachelor of Music in Performance and Bachelor of Music in Jazz and Caribbean Music Performance. Students in the Bachelor of Music in Composition program will also be eligible for remedial/preparatory composition. Students of any major at the undergraduate level who do not place at the first-year level in the theory and dictation exam will take the re-

medial/preparatory ear training course. ***All students accepted at the remedial/preparatory level will have up to a maximum of two semesters to pass the course and be placed at the first-year level. Otherwise, they will be suspended from the institution.***

Students at the remedial/preparatory level who are suspended and wish to apply for readmission must perform the instrument audition and take the theory and dictation exam again. Students must pass both exams and be classified at the first-year level to be readmitted. If they are classified at the remedial/preparatory level again, readmission is prohibited. These exams are offered during the second semester of the academic year.

Audit Students

Students who audit group courses. Students under this classification must be duly enrolled with the consent of the professor and have paid all the corresponding fees. Students will not receive a grade or credits for courses that are audited.

Collaborating Students

Individuals who are not enrolled in the course, but who are necessary to perform in an institutional ensemble or the Opera Workshop. Collaborating students are selected based on their musical skills by the musical director of the institutional ensemble. Collaborators who are not students of the Conservatory will also be required to follow the institutional rules and regulations. Collaborators will not receive any payment, grade, or credit, nor will they pay any fee.

Students who need to fulfill a specific requirement will have placement priority over collaborators.

The director of the ensemble will contact the potential collaborator who must fill out the corresponding form at the Registrar's Office. The application must receive the favorable recommendation of the professor of the ensemble and the approval of the Dean of Academic Affairs, who is responsible for delivering it to the Registrar's Office for processing. The application will be approved for one semester. Once the term is over, the professor will certify their participation. The Registrar's Office will prepare a letter validating their experience. Collaborating in a course does not count for credits, nor is it transferable.

Classification According to Academic Load

Program	Full Time	¾ Time	Half Time	Part Time
Bachelor of Music	12 or more credits	9 to 11 credits	6 to 8 credits	5 credits or less
Graduate Diploma	8 to 9 credits	Not applicable	Not applicable	Not applicable
Master of Music	6 or more credits	Not applicable	4 to 5 credits	3 or fewer credits

Changes in academic load may change students' classification for financial aid purposes and could affect their eligibility. Students must check with the Financial Aid Office before reducing their academic load.

Year of Studies Classification According to Credits Completed

Bachelor of Music

Year of Studies	Code	Credits
Remedial Level	R	0
Lower Division	-	-
First Year	BM1	0–42
Second Year	BM2	43–82 (Passing the first-year instrument jury)
Upper Division	-	-
Third Year	BM3	83–122 (Passing the second-year instrument jury)
Fourth Year	BM4	123–144 (Passing the third-year instrument jury [Junior Recital])

Graduate Diploma in Performance

Year of Studies	Code	Credits
One year only	DE	8–9

Master of Music

Year of Studies	Code	Credits
First Year	MM1	0–28
Second Year	MM2	29–42

Enrollment

All active students must participate in the enrollment process on the dates specified by the Registrar's Office on the academic calendar. During the enrollment process, students must meet with their academic advisor, who approves their course selection. They will then make the payment, which must be completed by the date indicated on the academic calendar.

Students who do not follow this procedure are not permitted in the classroom after the second week of the academic semester. ***No exceptions may be made to this procedure.***

Students with outstanding debts to the Puerto Rico Conservatory of Music may not enroll. Registration forms are retained in the Registrar's Office, and student's registration will be canceled until the debt is settled or evidence of its payment is presented.

Late applicants for financial aid who have not received the Financial Aid Offer Letter from the Conservatory on the date of the tuition payment must make their payment in cash until the financial aid process is completed. Students will not be officially enrolled until the payment is made or they opt for deferred enrollment payment. The registration will not be official until it is validated with the payment stamp from the Bursar's Office. Students are not authorized to attend a course or section in which they have not officially enrolled. Courses for which students have not officially registered will not be credited or graded. No exceptions will be made under any circumstances.

Each professor must receive the student's registration form with the payment stamp as proof that the student has completed the course registration process. No professor will accept a student who is not duly enrolled in the course. Classes which a student has attended despite not being enrolled will not be credited to the professor's load, nor will the professor receive payment for the time spent with the student. No exceptions will be made under any circumstances.

All students must be enrolled in instrument, ear training, seminar, and major or minor ensembles. Registrations that do not include these required courses are not permitted. It is recommended to take Theory and Piano Laboratory simultaneously with these courses.

Before leaving the institution, at the end of an academic session, or when withdrawing from courses, students must return any usufruct property that has been loaned from any department (instruments or other property) and any books or other materials borrowed from the library in good condition.

The value of usufruct property that is damaged or lost must be paid in full when the loan expires.

Students who have past-due debts with the institution—either for property or for funds—will not be issued any official documents related to their academic work, nor will they be granted a tuition payment extension, and they will not be eligible to enjoy other university benefits with or without payment until they have paid off the debt.

Change of Address or Contact Information

Students are responsible for notifying the Registrar's Office of any change of address or contact information immediately. The Conservatory is not responsible for addresses and contact information not updated by the student.

Scholarships Program

The Class Program is the document that contains the courses, schedules, and professors for which the student registered during the enrollment process. Duplicates are issued at the Registrar's Office by student request.

Maximum Authorized Credit Load

The maximum credit load per academic semester is 21. Students who wish to enroll in more than 21 credits per semester must have a cumulative GPA of 3.80 or higher, complete all the courses of the first year of studies of their major, and request an authorization for enrollment in more than 21 credits from the Dean of Academic Affairs. Authorized students must maintain a minimum GPA of 3.80 at the end of the corresponding period. Up to a maximum of only two additional credits will be authorized. Remedial students in both ear training and instrument do not qualify for this authorization.

Drop/Add Period

Students may make changes to their program during the registration and drop/add periods on the dates indicated in the academic calendar. Changes in the student's class schedule must be authorized by the academic advisor. Once the change is made official, the student will show a copy of the program to the professor involved to confirm that the process has been completed. Students may not attend a course or section in which they have not officially enrolled. They will not receive any credit for this. No exceptions will be made under any circumstances.

Classes which a student has attended despite not being enrolled will not be credited to the professor's load, nor will the professor receive payment for the time spent with the student. No exceptions will be made under any circumstances.

Student Veterans and Their Beneficiaries

The Conservatory is approved by the Puerto Rico State Approving Agency to provide academic training to students under the various GI Bill® programs. These beneficiaries must meet all admissions requirements as well as any requirements related to their beneficiary status in the federal or state program of the corresponding agency. Veterans Services is located in the Registrar's Office. This office evaluates and certifies the academic load of all students who receive benefits from the Veterans Benefits Administration. Certified students are those who receive benefits from:

1. Chapter 1606–Montgomery GI Bill ®–Reserves and National Guard
2. Chapter 30–Montgomery GI Bill ®–Active Duty
3. Chapter 35–Dependents of Veterans
4. Chapter 31–Vocational Rehabilitation
5. Chapter 33–Post-9/11 GI Bill ®

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA)

To be certified for the first time, the beneficiary student must deliver their letter of eligibility and the DD-214 form to the Registrar's Office. They must also sign the *Responsibilities as a Veteran Beneficiary form.* Students do not have to submit additional documentation for the following semesters; however, they must apply for recertification (including the summer session).

Students who qualify can also receive the benefits granted by Act 203, *the Bill of Rights of the Twenty-First Century Puerto Rican Veteran.* To receive this exemption, the student must submit the DD-214 form.

The Registrar's Office must keep up-to-date information on changes to the academic offerings of our institution in accordance with the Veterans Benefits Administration and the Puerto Rico Department of Education.

Anyone using educational assistance under chapter 35, Survivors' and Dependents' Educational Assistance Program (DEA), who lives in Puerto Rico while attending a school located in Puerto Rico (regardless of his/her formal State of residence). As a public institution of higher learning we will charge the resident rate to CH35 (Survivors' and Dependents' Educational Assistance Program (DEA)) participants. When an institution charges these individuals more than the rate for resident students, VA is required to disapprove programs of education for VA benefits purposes. Effective August 1, 2022, P.L. 117-68 (Colonel John M. McHugh Tuition Fairness for Survivors Act of 2021)

Public Law 114-315 Compliance Policy

In compliance with Public Law 114-315 (which amends Section 702 of the *Veterans Access, Choice, and Accountability Act* of 2014, 38 U.S.C. § 3679[c]), residents of Puerto Rico who qualify for in-state tuition are defined as follows:

1. A Veteran using educational assistance under either chapter 30 (Montgomery GI Bill®– Active Duty Program) or chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, who lives in Puerto Rico while attending a school located in Puerto Rico (regardless of his/her formal State of residence) and enrolls in the school within three years of discharge or release from a period of active duty service of 90 days or more. Effective August 1, 2021, Section 1005 of P.L. 116-315 (Isakson and Roe Veterans Health Care and Benefits Improvement Act of 2020) eliminates the three-year requirement.
2. Anyone using transferred Post- 9/11 GI Bill® benefits (38 U.S.C. § 3319) who lives in Puerto Rico while attending a school located in Puerto Rico (regardless of his/her formal State of residence) and enrolls in the school within three years of the transferor's discharge or release from a period of active duty service of 90 days or more. Effective August 1, 2021, Section 1005 of P.L. 116-315 (Isakson and Roe Veterans Health Care and Benefits Improvement Act of 2020) eliminates the three-year requirement.

3. Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three-year period following discharge or release as described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code. Effective August 1, 2021, Section 1005 of P.L. 116-315 (Isakson and Roe Veterans Health Care and Benefits Improvement Act of 2020) eliminates the three-year requirement.
4. Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in Puerto Rico while attending a school located in Puerto Rico (regardless of his/her formal State of residence).
5. Anyone using transferred Post-9/11 GI Bill® benefits (38 U.S.C. § 3319) who lives in Puerto Rico while attending a school located in Puerto Rico (regardless of his/her formal state of residence) and the transferor is a member of the uniformed service who is serving on active duty.
6. Anyone using educational assistance under chapter 31, Vocational Readiness and Employment (VR&E), also be charged the resident rate. Effective for courses and terms beginning after March 1, 2019, a public institution of higher learning must charge the resident rate to chapter 31 participants, as well as the other categories of individuals described above.

Institutional policy in compliance with Section 103 of 115-407

The University allows any covered individual, any individual who is entitled to educational assistance under Chapter 31, Veterans Preparation and Employment, in Chapter 33, Post-9/11 GI Bill® Benefits, to attend or participate in the course of education for the period beginning on the date the individual provides the educational institution with a certificate of eligibility for educational assistance under chapter 31 or 33 (a "certificate of eligibility" may also include a "Statement of Benefits" obtained from the Department of Veterans Affairs (VA) website-eBenefits, or a VAF form 28-1905 for chapter 31 authorization purposes) and ends on the earlier of the following dates:
1. The date the VA payment is made to the institution.
2. 90 days after the date the institution certified the tuition and fees after receipt of the certificate of eligibility.

The University will not impose any sanction, including assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or the requirement that a Covered Person borrow additional funds, on any Covered Person due to disability. of the individual to meet their financial obligation to the institution due to the delay in the disbursement of VA funds under chapter 31 or 33.

Preliminary and Final Academic Loads

The preliminary academic load report is a document that indicates the students enrolled in a given course and section. They are called preliminary because they are subject to change. These lists are exclusively for the use of PRCM faculty, who will confirm that they are complete and correct.

The final academic load report is the document prepared by the Registrar's Office to certify the official and final enrollment of students in a given course or section. This official document is the basis for certifying the total official enrollment in the program and is important when the professor issues the grade report.

Dual Enrollment

Conservatory students who are interested in taking courses at other institutions must make a request at the Registrar's Office, which will issue the special student authorization required by the university where the course will be taken.

Remedial Courses

Bachelor Program

Remedial courses are offered by the Conservatory as an aid for students who apply at the bachelor's level but who do not meet the minimum admissions requirements established for each major offered by the institution. These students are admitted conditionally to the institution. Admission to this conditional remedial level is not a right, but rather a privilege. The Conservatory expects students classified under this category to put in their maximum effort and dedication during this remedial period. The Conservatory reserves the right to suspend any student who does not demonstrate the established level of performance. Remedial courses (preparatory) have a maximum duration of two semesters.

Students admitted under this classification may only utilize it for a maximum period of one year. ***Students who are unable enter at the first-year bachelor's level after the maximum time has elapsed will be withdrawn from the institution.***

A student may be admitted to the Conservatory at the remedial level only once. Students who drop out of the institution during their remedial/preparatory period will not be readmitted under this classification and must score at the first-year level of the major in the entrance exam for readmission.

Students who obtain a *Pass (&P)* in their second semester of the remedial courses will automatically be admitted to the first year. Under no circumstances may they remain in remedial/preparatory for an additional semester. ***Partial withdrawals from remedial courses are not permitted.***

Remedial/preparatory courses for instrument will be evaluated with a Pass (&P) or Fail (NP) grade. This applies to instrument, voice, composition, and preparatory ear training classes. Pass (&P) or Fail (NP) grades are not for credit. The remedial Spanish and English courses are worth three credits.

Repetition of the preparatory ear training and instrument remedial courses and the preparatory seminar will not be covered by federal financial aid.

If a student fails the preparatory ear training course and it is not offered the following semester, the student must audit the continuation of the course and pass the jury exam to enter at the first-year level.

Master's Program

As a requirement of the master's program, students must pass the Theory and Analysis and History and Analysis diagnostic exams. Students of the master's program in Vocal Performance must also pass the Diction and Languages diagnostic exams (Italian, French and German). Students who do not pass an exam can retake it until they pass, or they can take the remedial courses that are offered by the Conservatory as an aid.

Students who have completed their undergraduate studies at and graduated from the Puerto Rico Conservatory of Music within no more than two years are exempted from taking the Theory and Analysis, History and Analysis, and Diction and Languages diagnostic exams.

Students who have been placed in one or both remedial courses by the diagnostic exams must pass them before being permitted to enroll in graduate-level theory and history courses.

The Theory and Analysis, History and Analysis, and Diction and Languages remedial courses will not be covered by financial aid.

System for Granting Credits

Type of Class	Examples	Hours/Credit Ratio
Specialized individual class	Instrument Primary instrument Composition	Undergraduate level: 4 credits for each contact hour (including the seminar course of two weekly contact hours) Graduate level: 5 credits for each contact hour (including the seminar course of two weekly contact hours)
Conference	Group theory, history, general, etc. courses	1 credit for every 50 minutes of contact
Laboratory	Complementary piano, complementary instruments, ensembles, ear training, conducting, etc.	1 credit for every two or three contact hours per week

Courses that ae not worth credit will be indicated in the catalog. Information regarding the number of credits and prerequisites for each course is found in the *Course Description* section.

Assignment of Instrument Professor

The Conservatory recognizes the importance of facilitating a productive relationship between students and their instrument, voice, or composition professor. Normally, students work with the same professor throughout their years of study. The institution will do everything possible to satisfy professor re-

quests made by the students. However, sometimes, due to contractual limitations on professors, it may be necessary to reassign the student to another instructor. The institution reserves this right.

PRCM also reserves the right to reassign the student to another professor at any time during the semester for a specified period of time. This designation would be temporary due to the assigned professor's professional and artistic commitments, professional development, etc.

Change of Professor

The Puerto Rico Conservatory of Music does not recommend changes of professor. Instrument, voice, or composition students who, for compelling reasons, would like to request a change of professor must request this change at the Registrar's Office on the last day of classes of the academic year. The request will be sent to the Dean of Academic Affairs, the director of the department, and the professor for evaluation and consideration. The student and professor will be interviewed by the Dean of Academic Affairs to identify the causes and reasons for the request. Any effects on the workload of the professors involved in the requested change will be considered when evaluating the request. The dean will consult with the department chair and the professor on the merits of the request and will determine whether or not to approve the requested change.

Professor changes will be authorized only at the end of each academic year. Changes between semesters will not be authorized. Changes between semesters will only be considered if there are extraordinary circumstances or force majeure that justifies them. Requests to change professors between semesters that are not due to extraordinary circumstances will be denied.

The Conservatory will authorize a single change of professor per student during the course of a study program leading to a degree or diploma. No changes will be authorized after the last day of classes of the academic year, no exceptions.

Individual Lessons and Seminars

Instrument, Voice, and Composition

One-on-one instruction for instrument, voice, and composition is at the core of the specialized professional education offered at the Conservatory. Stu-

dents from the different majors in instrument, voice and composition are required to enroll in a weekly individual class with their professor. This course is worth four undergraduate-level credits and five graduate-level credits. It involves one hour of individual class as well as a weekly group seminar which all of the professor's students must attend. This is a two-hour seminar with a fee, but it is not for credit. The hour of individual class and the weekly seminar appear in the academic load of the student every semester while enrolled in the Conservatory. Students must arrive on time for their lessons and seminars. Absences must be excused, and the professor must be notified at least 24 hours in advance. It is at the professor's discretion to determine if the absence is excused or not and if the student can make up the missed class.

Primary instrument

All Bachelor of Music in Music Education students must submit an entrance audition on an orchestral instrument, piano, or voice as part of their admissions application to the Conservatory. They will take a primary instrument or voice class worth three credits for one hour per week for six semesters. Attending the professor's weekly group seminar is not a requirement, but the Educational Seminar course, which meets once a month, is required.

Complementary Instrument

Students may take the complementary instrument course on any musical instrument offered by the Conservatory as a music elective (subject to availability). All complementary instrument courses are worth one credit, and the individual lesson is half an hour per week. Students may enroll for one hour of classes (2 credits) with authorization from the Office of Academic Affairs.

Viola for Violinists

Violin students who wish to take viola lessons as a secondary instrument may do so free of charge. Students who wish to utilize this benefit must participate in the major or minor ensembles assigned to them. The institution reserves the right to assign the ensemble according to institutional priorities and needs. Students who do not demonstrate command of the material in their individual class or who do not adhere to the requirements of the major or minor ensemble (as the case may be) may not continue to utilize this benefit.

Post-Fourth Year Voice, Composition, or Instrument

Students in the Bachelor of Music program who have completed the eight required semesters of composition or performance in Voice, Composition, Instrumental Performance, or Jazz and Caribbean Music and who have passed the graduation recital but have not completed their program of study may enroll in instrument, voice, or composition for only one more year. This weekly one-hour course is optional. It is not a requirement, is not for credit, will not be credited toward graduate-level studies, and implies a registration fee (refer to the *Study Expenses* section below). The course repertoire will be determined by the professor and the student jointly.

Final Exams and Instrument Juries

Final semester exams take place during the months of December and May each year. Final instrument exams for both semesters are evaluated by a jury comprising an adequate representation of the faculty of the instrument or instrumental area. The final observations of the exam must be signed by all the members of the jury. For disciplines that require a written test only, a jury will not be necessary. The Dean of Academic Affairs may be a member of these juries and will preside when present.
Students who are absent from their final instrument, voice, or composition exam without any justification will receive a grade of “F” for the course. Students in group courses who are absent from the final exam without any justification will receive a grade of "F" on the exam, which will be added to the student's grade in the course to obtain the final average.

In the case of an emergency (no more than 24 hours prior) that prevents a student from attending the final exam, the student must contact the professor to determine if it falls within the valid excuses mentioned in the *Satisfactory Academic Progress* section of this catalog and if it therefore justifies an application for an Incomplete grade. Otherwise, the rules set forth in this section shall apply.

Third-Year Recital (Junior Recital)

The Bachelor of Music in Voice and Piano Performance requires students to perform a recital in the second semester of the third year (Junior Recital) with a minimum duration of 30 minutes for voice students and 35 minutes for piano students. The Junior Recital repertoire will coincide with what is learned during the third year of studies, and students are required to follow the syllabus

guidelines. All students of those majors must meet this requirement. This recital will be scheduled as part of the Student Concert series. Students must follow the rules established in the *Student Concerts and Departmental Concerts* section under the *Student Life* portion of this catalog.

Institutional Ensembles

All harp, strings, winds, and percussion students must audition the week prior to the start of first-semester classes to be placed in the Concert Band or Symphony Orchestra. Jazz and Caribbean Music majors will audition to be placed in the Concert Jazz Band, Afro-Caribbean Ensemble, and Jazz and Caribbean Music combos the week before the start of each semester. Audition dates will be published in the academic calendar.

No make-up auditions will be held. Students who must be absent from the audition because they are participating in a summer camp or festival, or in any official activity of the institution, must complete the Student Travel License form at least 30 days before the audition date as stipulated in the academic calendar. Students who do not attend the audition and who have not been officially excused will be assigned to an ensemble by discretion of the institution.

Audition materials will be made available during the last month of the previous academic semester. They will include:

1. Audition application
2. Audition rules and regulations
3. Audition week schedule and audition times
4. A required repertoire list per instrument
5. A list of the skills necessary for placement in the Jazz and Caribbean Music ensembles and combos for students of those majors

Auditions for classical ensembles will be behind a curtain whenever possible. Students of Jazz ensembles will be accompanied by faculty or by Jazz Play Along recordings with an additional sight-reading component. Students of the Bachelor of Music in Performance can also audition for jazz ensembles. Placement is subject to space availability. Jazz students have priority in their department ensembles. Classical students who have not auditioned or who have not enrolled in their assigned ensemble will not be accepted. However, the director of the ensemble, with the knowledge and approval of the director of the Jazz

and Caribbean Music Department and the Dean of Academic Affairs, may accept student collaborators, up to a maximum of two per minor ensemble and four per major ensemble.

Independent Study

Students who have less than two years of full-time professional experience as a classroom music teacher will be required to take a field study course (independent study) at one of the practice centers authorized by the Puerto Rico Conservatory of Music. Students will be authorized to use one of their required elective courses for the field study.

Change of Major

The change of major is the reclassification process through which students may change from the major to which they were admitted to a different one. This procedure may take place once students have completed the first year of bachelor's or master's degree in the major to which they were admitted. Students admitted at the remedial/preparatory level do not qualify for change of major requests.

To request a change of major, students must have the written authorization of their professor, their academic advisor, the director of the department, and the Dean of Academic Affairs. A change of major may require an interview and instrument or voice audition according to the requirements of the desired major. Any change of major is subject to the maximum student capacity of the desired major. ***Changes of major will not be authorized after the date indicated on the academic calendar.***

To request a change of major, the student must:

1. Complete the Change of Major Request available at the Registrar's Office and return it on or before the date stipulated in the academic calendar. All change of major requests must be evaluated and approved by the Dean of Academic Affairs.
2. Pay the corresponding fees for the change of major application.
3. Students requesting a change to a major in Performance or Jazz and Caribbean Music Performance must perform an instrument audition before a jury of the discipline to which they are applying. Audition requirements are available in the Admissions Office.
4. Students requesting a change of major in composition must perform three original works before the jury of the Theory, Composition, and

Musicology Department. These compositions must be delivered along with the change of major request.

5. Have maintained a cumulative GPA of 2.00 at the time of the change of major request and at the end of the academic semester prior to the effective date of the change. Students who do not finish the semester with the required cumulative GPA will not be approved for the change and will remain in the major to which they were admitted. Music Education majors who request a change of major to Performance (instrumental or voice) or Composition must have a cumulative GPA of 3.00 when requesting the change of major and at the end of the academic semester in which the change was requested.
6. Any student requesting a change of major must have passed the ***first-year level of instrument, voice, or composition. If this is not completed, the request will be denied.***

Change to Music Education

To request a change to the Music Education major, students must:

1. Have completed one year in the major to which they were admitted.
2. Have maintained a cumulative GPA of 2.00 at the time of the change of major request and at the end of the academic semester prior to the effective date of the change. If the semester is not completed with the required GPA, the change will not be approved.
3. Written essay (along with the change of major request) of at least 500 words that explains why applicants want to be music educators, their professional goals and objectives, and the qualities they possess to achieve them.
4. Interview with the director and/or faculty of the Music Education Department.
5. Performance or Jazz and Caribbean Music Performance students who request a change to Music Education and who also request a change of instrument must pass an audition on the new instrument before the jury of the corresponding academic department. The admissions requirements for primary instrument can be found in the admissions brochures and on the Conservatory's website at the following address: *https://cmpr.edu/admisiones/*.

The combined results of the applicant's essay, interview, audition, and academic achievement will factor into the recommendation of change to the Music Education major.

Expiration of Duration to Complete the Degree

The maximum time to complete the Bachelor of Music degree shall be equivalent to twice the amount of time required to complete each academic program. Bachelor of Music students have a maximum duration of eight years (16 semesters) from the date on which they are first enrolled at the Conservatory to complete the degree.

Students who have been enrolled part time at any point have a maximum duration of ten years (20 semesters) from the date on which they are first enrolled at the Conservatory to complete the degree.

Students pursuing a Graduate Diploma in Performance must complete the program in two consecutive semesters. Master of Music students, both in Music Education and Performance, have a maximum duration of six years (12 semesters) after starting the degree to complete it.

Credits will expire in a maximum period of eight years for full-time students and ten years for part-time students, counted continuously from the date on which they are first enrolled at the Conservatory At the end of the maximum established duration, the Registrar will drop any student who has not finished the degree. Students who wish to continue studying and pursuing their degree must apply for readmission and restart their studies in accordance with the applicable regulations and requirements set forth in the current catalog at that time. For purposes of admission to other programs of study (second bachelor's degree, teacher certification, etc.), credits obtained toward a bachelor's degree will expire 10 years from the date on which a student begins studying at the Conservatory. The Dean of Academic Affairs may authorize the issuance of credits after the 10-year period only if there are valid excuses and extraordinary circumstances that warrant it.

Class Attendance Policy

All Conservatory students are expected to strictly adhere to the requirement of regular and punctual attendance of classes during each academic semester. The class attendance policy is established by the institution and is contingent on the nature and structure of each particular course. This policy must be included in the syllabi of all courses offered by the institution. It is the responsibility of the teaching staff to inform students about it by handing out a copy of their course syllabi at the beginning of the academic semester.

General Provisions on Class Attendance

1. Students are responsible for attending all class sessions for the courses in which they are enrolled.
2. Students are responsible for the material covered in class if they are absent.
3. Failing to comply with any of the following provisions will initiate the partial withdrawal, drop, or administrative withdrawal process as stipulated in the corresponding sections of the *Satisfactory Academic Progress Policy* in this document:
    a. Three or more consecutive absences from a course without a valid excuse.
    b. Three absences during the academic semester from courses that meet once a week without a valid excuse.
    c. Four absences during the academic semester from courses that meet twice a week without a valid excuse.
    d. Six absences during the academic semester from courses that meet three times a week without a valid excuse.
    e. Eight absences during the academic semester from courses that meet four times a week without a valid excuse.

If deemed necessary, the teaching staff may refer students who have incurred absences during the academic semester to the Student Guidance and Counseling Office to help them fulfill their study goals. However, it is at the discretion of the teaching staff to determine whether or not a student's absences are excused.

Ensemble Attendance Policy

To create a consistent and quality sound, it is essential for all the members of an ensemble to attend; therefore, it will be a factor that carries a significant weight when determining the course grade. All members of institutional ensembles are expected to maintain regular and punctual attendance at rehearsals, concerts, and scheduled activities.

Ensemble attendance will account for 50% of the grade when evaluating the student's work. The following is the ensemble attendance policy:

1. In accordance with the institutional class attendance policy, no student may have three consecutive or five non-consecutive absences without a valid excuse.

2. If a formal excuse for the absence is not requested, the unexcused absence will affect the final grade. For details, please refer to the Institutional Ensemble Policies.
3. The final grade of any student who misses a dress rehearsal, concert, or activity will be lowered by two letter grades. Any absence from a composition reading rehearsal is unexcused and will count as two unexcused absences. The same goes for any unexcused absence from any rehearsal between the dress rehearsal and the performance.
4. To request an excused absence from a major ensemble rehearsal or concert activity, the student must fill out a special form designated for this purpose *(Request for Excused Absence from the Institutional Ensemble)*. It will be available at the Office of the Dean of Academic Affairs. This request must be completed and delivered to the ensemble director to be evaluated no later than before the rehearsal or activity. It is at the ensemble director's discretion to evaluate and approve it. Any absence or tardiness not documented with the *Request for Excused Absence from the Institutional Ensemble* form will be considered an unexcused absence.
5. Under special circumstances, students may be excused from rehearsals or concerts due to travel leave. This leave will be granted according to the previously mentioned criteria. Requests for leave must be submitted no less than two weeks prior to the date of the rehearsal in question. Requests for absence from a concert must be submitted two weeks prior to the date of the first rehearsal for the concert. Ideally, these requests would be submitted at the beginning of the semester.

Students with physical conditions that require medical leave (up to one week of rehearsals), but who are expected to participate in the concert, must attend rehearsals, even if unable to perform, unless bedridden. Students requesting an extended absence that prevents them from participating in the ensemble performance must submit a medical excuse to the ensemble director.

Absences or tardiness due to schedule conflicts with individual classes or other courses will not be excused (this will also apply to extra or make-up classes). Students must always schedule their courses to avoid this type of conflict.

Student Travel Leave

Students who must be absent to attend auditions, camps, festivals, or to meet professional commitments must request authorization from the Office of the

Dean of Student Affairs by completing the *Student Travel Leave* form available at the Registrar's Office.

If the end date of the event is after the beginning of the following academic semester, students must file their student travel leave request before the end of the current academic semester.

This leave is a privilege and a maximum of 10 class days per academic semester will be authorized.

If this leave is approved, it does not exempt students from their responsibility to complete the registration process during the corresponding period and to complete the material covered in class, exams, or work assigned during their absence.

Study Interruption Leave

Students who have a valid excuse for pausing their studies must request this leave the Registrar's Office. The valid excuses for requesting this leave are the following:

1. A sudden and serious change in the student's health
2. Death in the immediate family
3. Loss of musical instrument
4. Military service
5. Jury duty or hearing before a state or federal court

To process a request for study interruption leave, students must complete the corresponding form (available at the Registrar's Office) and provide documentation that justifies the reason for their request. Up to a maximum of 15 calendar days per academic semester will be authorized for this leave.

If this leave is approved, it does not exempt students from their responsibility to complete the material covered in class, exams, or work assigned during their absence.

Extended Study Interruption Leave

Students who—with prior knowledge—must pause their studies due to health reasons or military service must request an extended study interruption leave. This leave is valid for a maximum of two consecutive academic semesters.

When the term of the leave has expired, students may continue their studies without undergoing the readmission process and without this affecting their satisfactory academic progress. However, students who choose not to continue their studies when the leave has ended must apply for readmission to the institution and meet all the requirements that this entails.

For students who are activated by the U.S. Armed Forces Reserves in Puerto Rico or by the Puerto Rico National Guard, refunds or credits, terms of reasonable accommodation, and withdrawals or incomplete studies will be dictated by what is established in Act 109-2003, as amended, and the corresponding regulations.

To process a request for this leave, students must complete the corresponding form (available at the Registrar's Office) and provide documentation that justifies the reason for their request.

Credit Authorization by Placement Exam or Jury

As it deems convenient and feasible, the Conservatory may offer placement exams to grant university credits to eligible students who request them or who are referred by members of the teaching staff.

Credit authorization according to placement exam or jury is not granted to graduate-level students (graduate diploma or master's degree).

General policies regarding credit authorization according to placement exam:

1. Students must apply for this type of placement exam at the Registrar's Office and pay the corresponding fees on or before the date indicated in the academic calendar.
2. The placement exam will be offered during the final exam period.
3. Students may not request credit authorization for a course in which they have been enrolled and have not passed or from which they have withdrawn.
4. Up to a maximum of only two courses per academic semester will be credited.
5. Each course to be credited must have a duration of one semester, whether it is an academic or theoretical subject.
6. No more than 12 credits leading to a degree in the student's major will be credited.
7. The exam will cover all the content areas of the course as provided in the syllabus.

8. A passing grade for the exam will be equal to or greater than 80 percent (80%).
9. Courses credited according to placement exam will be awarded a grade of *Pass* (&P) *Fail* (NP).

Courses Not Authorized for Substitution or Transfer from Other Universities

Voice

OPER 4001-4002	Opera Workshop

Ensembles

Major ensembles
Minor ensembles
Chamber music ensembles

Composition

PNON 4021-4022	Piano for Composers

Conducting

CGTG 4001	Basic Conducting
CDTG 4002	Choral Conducting

Music Education

AGRM 4101	Musical Ensembles
CLIT 4001	Choral Conducting and Literature
DLIT 4001	Instrumental Conducting and Literature
EDUR 4103	Teaching Music in Elementary School
EDUR 4104	Appropriate Practices for Early Music Education
EDUR 4105	Choral Repertoire and Concert Preparation
EDUR 4106	Teaching Choral Music in High School
EDUR 4107	Instrumental Music in High School
EDUR 4201/4202/4203	Seminar and Teaching Practice
EDUR 5005	Teaching Music to Preschool-age Children
PTEA 3011-3012	Piano for Teachers
SEMEDUR1-7	Education Seminar
TTCH 3001	Teaching Techniques: Voice
TTCH 3002	Teaching Techniques: Strings
TTCH 4001	Teaching Techniques: Woodwinds

TTCH 4002	Teaching Techniques: Brass
TTCH 4003	Teaching Techniques: Percussion

Jazz and Caribbean Music

MPUR 4001-4002	Puerto Rican Music Workshop
MUAC 4001-4002	Experimental Afro-Caribbean Music Workshop

Literature and Repertoire

ILIT 4001-4002	Instrumental Literature
OREP 4001-4002	Orchestral Repertoire Reading

Piano

ACOM 4001-4002	Accompaniment
ARMO 3131-3132	Keyboard Harmony for Pianists
LPRI 3001-3002	Sight Reading for Pianists

Seminars

Instrument or Voice Seminars
Jazz Forum
Music Education Seminars
Composition Workshop

Music Theory Courses

Thematic Courses (code TEMA)

Courses Authorized for Credit Substitution

Major Courses

PLAB 3001-3002	Keyboard Studies I
PLAB 3011-3012	Keyboard Studies II

Voice

DICT 3001-3002	Diction
TEAN 3003-3004	Performance for Vocalists
VLIT 4001-4002	Vocal Literature

Guitar

ARMO 3051-3052	Tuning Harmonics
GLIT 4001-4002	Guitar Literature

Jazz and Caribbean Music

ARRE 4001-4002	Jazz Arrangement Techniques
JIMP 3121-3124	Seminar on Technique and Improvisation for Mallet Instruments (vibraphone, marimba)
JPNO 3011-3012	Musical Skills on the Jazz Keyboard
JSEM 3121-3124	Improvisation Seminar

Piano

LPRI 3001-3002	Sight Reading for Pianists
PLIN 4001-4002	Piano Literature

Music Theory Courses

CMUF 3001	Finale Music Notation Software
CMUS 3001	Sibelius Music Notation Software
CMUS 3003	Digital Recording Techniques
OSTN 3001-3002	Orchestration
SOLF 2101-2102	Preparatory Ear Training
SOLF 3001-3002	Ear Training 1
SOLF 3011-3012	Ear Training 2
SOLFJAZ 1-SOLFJAZ 2	JAZZ EAR TRAINING
TMUS 3001-3002	Theory 1 and 2
TMUS 3011-3012	Theory 3 and 4

The theory and ear training courses will be credited only through a departmental placement exam by recommendation of the theory and ear training faculty. These exams cannot be requested by students.

History Courses

HIST 3001	Music History: Origins–1500
HIST 3002	Music History: 1500–1750
HIST 3011	Music History: 1750–1825
HIST 3012	Music History: 1825–present
HIST 3021-3022	HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN

HIST 3031-3032	Jazz History
HIST 3041-3042	HISTORY OF OPERA
HIST 3211-3212	Development of Western Music
HIST 4065	History of Puerto Rico
HIST 4067	United States History

General Courses

ESPA 3001-3002	Spanish 101 and 102
FCHN 3001-3002	French 101 and 102
GRMN 3001-3002	German 101 and 102
HUMA 3001-3002	Humanities 101 and 102
INGL 3001-3002	English 101 and 102
ITLN 3001-3002	Italian 101 and 102

Music Education

EDUR 3101	Human Growth and Development
EDUR 3102	Learning Theories
EDUR 3103	General Teaching Methods
EDUR 3104	Nature and Needs of the Exceptional Child
EDUR 3105	Technology in Music Class
EDUR 4101	Philosophical Foundations of Education
EDUR 4102	Social Foundations of Education
TMUS 4102	Arrangement

Primary piano students specializing in Music Education shall replace the PLAB 3001 and PLAB 3002 courses with two credits of the complementary instrument of their choice. However, they must take the PTEA 3011 and PTEA 3012 courses. These are requirements for all students in that major.

Other Types of Credit Authorization

Equivalency of the Seminar and Teaching Practice Course

The Seminar and Teaching Practice Course (EDUR 4201 / EDUR 4202 / EDUR 4203) may not be authorized by means of a placement exam. However, students may request equivalency credit after one year of satisfactory full-time teaching experience in the public education system or in accredited private schools, as established in the Teacher Certification Regulations of the Puerto Rico Department of Education. To request equivalency credit for the course, students must complete an application at the Office of Teacher Certification of the Puerto Rico Department of Education.

If the equivalency credit is approved, the student must submit the certification provided by the Office of Teaching Certification of the Puerto Rico Department of Education to the Registrar's Office to authorize the credit.

Credit Authorizations for Second Bachelor's Degree or Change of Major

Students who request a change of major or who, once they graduate from the Conservatory, are admitted to a second bachelor's degree, the following regulations shall apply:

1. All general, ear training, theory, history, and thematic courses that are common to both programs will be credited. Students must pass ear training, theory, and thematic courses with a minimum letter grade of C (2.00) to receive credit. Students must pass the general courses with a minimum letter grade of C (2.00) to receive credit.
2. Students who are admitted to a second bachelor's degree must take a placement test for ear training, theory, and history of music within two years of completing the previous bachelor's degree.
3. Major ensembles may be credited according to the following provisions:

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Performance or Composition	Performance on Another Instrument	Two years of major ensemble may be credited. The student must take the remaining two years.
Performance or Composition	Jazz and Caribbean Music Performance	Ensembles will not be credited. The student must take the 16 required credits.
Jazz and Caribbean Music Performance	Performance or Composition	Ensembles will not be credited. The student must take the 16 required credits.

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Performance or Composition	Music Education	Two years of major ensemble may be credited. This fulfills the ensemble requirement of the Bachelor of Music in Music Education.
Music Education	Performance or Composition	Two years of major ensemble may be credited. The student must take the remaining two years.

Students must pass the major ensembles with a minimum letter grade of C (2.00) to receive credit.

4. Minor ensembles may be credited according to the following provisions:

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Performance	Performance on Another Instrument (Except Jazz)	One year of chamber music may be credited. The student must take the other required year.
Performance	Jazz and Caribbean Music Performance	Chamber music will not be credited as jazz combos.
Jazz and Caribbean Music Performance	Performance	Jazz combos will not be credited as chamber music.
Performance	Music Education	One year of chamber music may be credited, thus ful-

		filling the minor ensemble requirement.
Music Education	Performance	One year of chamber music may be credited. The student must take the other required year.

Students must pass the minor ensembles with a minimum letter grade of C (2.00) to receive credit.

5. The primary and principal instrument courses may be credited according to the following provisions:

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Composition	To other majors	Nontransferable
Performance or Composition	Performance on Another Instrument	Nontransferable
Performance	Jazz and Caribbean Music Performance	Nontransferable
Jazz and Caribbean Music Performance	Performance or Composition	Nontransferable
Performance	Music Education	Three years of a primary instrument equals two years of the principal instrument. Introductory level instrument courses are nontransferable.
Music Education	Performance	Students must audition to determine their instrument level.

Primary and principal instrument courses must be passed with a minimum letter grade of C (2.00) to receive credit.

6. Music history courses may be credited according to the following provisions:

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Music Education and Jazz and Caribbean Music	Performance or Composition	HIST 3211-3212 are credited for HIST 3001-3002 The student must take the continuing courses: HIST 3011-3012

Students must pass Music History courses with a minimum letter grade of C (2.00) to receive credit.

7. Keyboard Studies (PLAB) courses may be credited according to the following provisions:

First Bachelor's Degree	Second Bachelor's Degree	Credit Transfer
Piano Performance	To other majors	The first year of a major is accepted as equivalent to the PLAB 3001-3002 courses. The second year of a major is accepted as equivalent to the PLAB 3011-3012 courses. Students must take the following courses according to their major: PTEA 3011-3012 and PNON 4021-4022 and JPNO 3011-3012

Students must pass Keyboard Studies courses with a minimum letter grade of C (2.00) to receive credit.

Expiration of Transferable Credits

Credits for courses completed at the Conservatory will expire 10 years after the first semester in which the student was enrolled. Students admitted to a second bachelor's degree 10 years after completing their first must take all the courses of the second bachelor's without any credit transfers. The Dean of Academic Affairs shall authorize extending the previous terms for each program by two semesters if they deem it legitimate.

Credit Transfer of Courses Taken at Other University Institutions

The Puerto Rico Conservatory of Music will transfer credits from other institutions of higher education in Puerto Rico, the United States, or abroad, accredited by a credential evaluation services agency recognized by the U.S. Department of Education. Transfer courses will not receive a grade. Thus, they will not count towards the GPA. Transfer courses will appear as attempted and completed credits.

Auditions will determine student instrument and ensemble level placement. Placement tests and transcripts will determine the year of study and the number of semesters needed to complete the program. In the event of a discrepancy between the instrument and academic level, the transfer student must accept a lower level in one of the two elements.

Instrument and ear training course credits will be transferred according to the placement determined by the jury in the entrance exam. The institution may relocate students after the result of their first departmental examination. Transfers are determined by the following rules:

1. The Application for Credit Transfer from other institutions must be submitted to the Registrar's Office by completing the corresponding form. The Registrar will evaluate the application and submit it with their recommendations to the Dean of Academic Affairs for final approval.
2. Students must submit an official transcript and detailed course description with their application.
3. The cumulative GPA in the transcript must be, at least, 2.00 for Vocal Performance, Composition, Guitar, Piano and Orchestral Instruments,

Jazz and Caribbean Music Performance majors, and 3.00 for Music Education majors (on a scale of 0.00 to 4.00).

4. Course credits that students request to transfer must have a passing grade equal to or higher than 2.00 (C).
5. Documents for this request must be sent directly to the Registrar's Office.

Credit Transfers for Bachelor's Degree Program

A student can transfer up to 36 undergraduate credits taken at other accredited higher-educational institutions.

Students must complete a three-year (96 to 105 credits) residency requisite at the institution. These students must comply with the residency requirement in its entirety to be considered graduation candidates. Students can only request to transfer credits they passed in the five years prior to submitting the transfer application.

Transfer of Graduate Diploma Credits in Performance and Voice

Credits for courses taken as part of other graduate-level university degrees are nontransferable.

Transfer of Master's Program Credits

Students may transfer up to six graduate-level credits taken at other accredited higher education institutions. Transferred courses must have a passing grade no lower than 3.00 (B). The Graduate Program Coordinator, the Dean of Academic Affairs, and the Registrar evaluate credit transfers for this program. Transferable credits are those passed within five years before entering the Master of Music in Education or the Master of Music in Performance.

Courses transferred from other institutions will not receive a grade, thus, they will not count towards the cumulative GPA.

Transfer of Credits from Other Higher Education Institutions

Credits for courses passed at other higher education institutions will expire 10 years after the first semester in which the student enrolled. These are nontransferable.

Policy on Permitted Credits in Distance Learning Courses

The Conservatory of Music of Puerto Rico will allow students enrolled in on-campus programs to complete up to 15% of the total curriculum credits through distance learning courses, except for the Master's Program in Music Education (on-campus), which permits up to 25%. The availability of the online courses will be subject to the semester academic organization, overseen by the Deanship of Academic Affairs. Academic counselors are responsible for carefully evaluating each student's credit transcript before recommending enrollment in a distance learning course. The Registrar's Office will oversee compliance with this policy.

Courses Allowed in Online Mode:

1. Courses from the Master's Program in Music Education
2. Music Business Courses
3. Approved Thematic Courses in online modality
4. Approved General Electives in online modality
5. Approved Free Electives in online modality

Breakdown of Permitted Credits in Distance Learning Courses by Academic Program:

PROGRAM	Credits	Limit of Credits Allowed in Online modality	Percentage %
Bachelor of Music in Composition	141	21	15%
Bachelor of Music in Orchestral Instrument Performance	138	20	15%
Bachelor of Music in Guitar Performance	132	19	15%
Bachelor of Music in Piano Performance	135	20	15%
Bachelor of Music in Voice Performance	140	21	15%
Bachelor of Music in Music Education – Choral	138	20	15%

PROGRAM	Credits	Limit of Credits Allowed in Online modality	Percentage %
Bachelor of Music in Music Education – Instrumental	139	20	15%
Bachelor of Music in Music Education – General	141	21	15%
Bachelor of Music in Jazz and Caribbean Music Performance	140	21	15%
Master of Music in Performance - Voice	42	6	15%
Master of Music in Performance - Guitar	42	6	15%
Master of Music in Performance – Orchestral Instruments	42	6	15%
Master of Music in Performance – Piano	42	6	15%
Master of Music in Music Education (on-campus)	32	8	25%
Master of Music in Music Education (online)	32	32	100%
Master of Music in Conducting – Orchestra or Choir	42	6	15%
Graduate Diplomas (online courses not permitted)	n/a	n/a	n/a
Professional Certification in Music Business (online)	11	11	100%
Teacher Certification	n/a	n/a	n/a

Satisfactory Academic Progress (SAP) Policy

The Satisfactory Academic Progress (SAP) Policy was developed in keeping with Sections 668.16 and 668.34 of the U.S. Code of Federal Regulations (CFR) of the Title IV Federal Student Aid Program of October 1983, as amended.
The PRCM's bachelor's degree programs have between 132 to 143 credits and all students must demonstrate satisfactory academic progress (SAP) at the end of each academic year. The following requirements apply to the bachelor's degree programs offered by the PRCM.

Qualitative Standard

Students must maintain a minimum cumulative GPA (GPA) all throughout their degree:

Bachelor of Music students in Performance, Composition, and Jazz and Caribbean Music must maintain a minimum cumulative GPA, according to the following table:

Credits Completed		Minimum Grade Point Average
0–42	1st Year	2.00
43–82	2nd Year	2.00
83–122	3rd Year	2.00
123–143	4th Year	2.00

Bachelor of Music in Music Education students must maintain a minimum cumulative GPA, according to the following table:

Credits Completed		Minimum Grade Point Average
0–42	1st Year	3.00
43–82	2nd Year	3.00
83–122	3rd Year	3.00
123–141	4th Year	3.00

Quantitative Standard

Students must complete the degree within a maximum time frame:

Students have a maximum time equal to 1.5 times the credits required by each academic program to complete their bachelor's degree. For example, in an academic program such as the Vocal Performance major with 140 credits, students can take up to 210 credits (140 x 1.5 = 210). Students must pass at least 67% of the credits they enroll in and maintain a minimum cumulative GPA per the above table, depending on their major: Performance or Music Education.

The Registrar's Office conducts annual SAP evaluation periods. Failure to pass at least 67% of the credits in which they are cumulatively enrolled or obtain the minimum cumulative GPA will result in the student being placed on SAP Non-Compliance Academic Probation the following semester.

Maximum Time to Complete Graduate Program Degrees

The maximum allotted time to complete the Graduate Diploma in Performance is two consecutive semesters.
The maximum time for completing a master's degree is 12 academic semesters or six consecutive years from the date the student first enrolled in the Conservatory.

The rules on credit expiration will apply after this period.

SAP Non-Compliance Academic Probation Periods

If a student fails to comply with the SAP policy requirements in any evaluation period, they will be placed on SAP Non-Compliance Academic Probation.

The Registrar's office will notify the student of the SAP Non-Compliance Academic Probation by mail, email, or delivered personally to the student who must sign an acknowledgment of receipt. During this period, the student will be eligible for Title IV funds.

If at the next evaluation period (increment), the student does not meet the required minimum cumulative credit percentage and the minimum cumulative GPA required in the policy, the student will lose their eligibility to receive Title IV funds, and any other type of financial aid, and will be suspended for one semester from the PRCM due to lack of SAP. The student may appeal this decision in writing.

The Registrar's Office will send the suspension notice by regular or electronic mail, or it will be delivered to the student who must sign an acknowledgment of receipt.

Student Veterans and Their Beneficiaries

Title 38 of the U.S. Code of Federal Regulations (CFR) of the U.S. Department of Veterans Affairs states that student veterans or their beneficiaries must complete their program of study in the regular program duration established in their curriculum. This rule does not apply to federal grants such as the Pell Grant or others where eligibility is established by the institution or entity/agency that authorizes if students meet the corresponding requirements. Students must also maintain the minimum GPA required by the Conservatory's Satisfactory Academic Progress (SAP) Policy.

Remedial Courses

Undergraduate-level remedial courses do not count toward the number of credits attempted in the Satisfactory Academic Progress Policy and can be paid with financial aid funds only once. Instrument (classical or jazz), voice, and remedial composition courses are worth four credits each when assessing for financial aid. Introductory Ear Training (SOLF2101-2102) is worth four credits. The passing grade for the introductory courses is *Pass (&P).* For all the information on this classification, see the section above about Preparatory. Graduate students cannot use financial aid funds to pay for remedial Theory and Analysis and History and Analysis courses.

Course Repetition Policy for Student Veterans

The Veterans Benefits Administration, under Title 38 of the U.S. Code of Federal Regulations (CFR), does not pay for course repetitions if the grade was A, B, C, or D (+ -). The Veterans Benefits Administration will only pay for course repetitions if the student fails ("F") or for courses that require a minimum grade.

Withdrawals

Courses where the student obtains a "W" classification, either for a partial or total withdrawal, count towards the total credits attempted. Students will have the right to repeat these curses using financial aid only once.

Attempted Credits and GPA Policy

Students must pass at least 67% of the credits in which they originally registered (attempted credits) and maintain a cumulative GPA as follows:

Undergraduate level

1. Bachelor of Music in Music Education: cumulative GPA of 3.00 in all years of study
2. For all other bachelor's degrees: cumulative GPA of 2.00 in all years of study

Graduate Level

1. Cumulative GPA equal of or greater than 3.00

There will be annual evaluation periods (increments) to assess SAP (Satisfactory Academic Progress), minimum cumulative GPA retention, and attempted credits passed. If a student does not pass at least 67% of the attempted credits they originally registered for, nor obtain a minimum cumulative GPA retention, the student will be put on academic probation.

Academic Probation

Academic probation is a self-improvement method and a warning to students who are not complying with the Conservatory's academic requirements. If a student is evaluated and fails to meet the minimum required elements of the SAP Policy, including taking a course for the third time, that student will be put on probation. The Registrar's Office will notify the student and their academic advisor.

Undergraduate students will be put on probation for:

2. A cumulative GPA lower than 2.00 for Performance, Jazz and Caribbean Music, and Composition majors
3. A cumulative GPA lower than 3.00 in the bachelor's degree in Music Education
4. Not complying with the SAP Policy

Graduate students will be put on probation for:

1. A cumulative GPA lower than 3.00
2. Not passing two or more courses
3. Not complying with the SAP Policy

During the probation period, the student must go through an appeal process to be eligible for Title IV funds, State Scholarships, Institutional Grants, and any other type of financial aid.

If in the following evaluation period, students do not comply with the minimum credits and cumulative GPA required by the SAP Policy, they will lose their eligibility for Title IV funds, state scholarships, institutional grants, and any other kind of financial aid and will be suspended for one semester for not having Satisfactory Academic Progress.

Students that complete the semester on probation and do not have SAP, will be subject to a suspension. The suspension will be for one semester. Suspended students that do not achieve SAP when they return will be subject to a one-year expulsion from the institution.

Courses taken at another institution while the student is suspended will not be transferable.

Eligibility

Students who lose their eligibility can apply for readmission after being out of the institution. They may regain eligibility for financial aid funds if, at the time of readmission, the student meets the minimum requirements in the SAP Policy that apply to them.

If the student is readmitted and does not comply with the required credits and minimum cumulative GPA in the SAP Policy for lack of Satisfactory Academic Progress, the student will not be eligible for Title IV funds, state scholarships, institutional grants, or any other type of financial aid and will be suspended.

Appeal Process

If a student is notified of a suspension for failure to comply with the satisfactory academic progress policy and believes that there is good cause to appeal this suspension, they may deliver an appeal in writing and reconsideration application from the Dean of Student Affairs within five calendar days from the day they were notified of the suspension, provided it is due to any of these reasons:

1. A long period of illness by the student or immediate family
2. Death in the immediate family
3. Drastic changes in the economic situation of the student's family

The petition must explain the reasons why the suspension decision should be reconsidered and include evidentiary support. The student must also explain and specify in their application what circumstances have changed that allow them to comply with the SAP policy.

The Dean of Student Affairs will convene the SAP Committee, made up of the Registrar, the Financial Aid Director, and the Student Advisor. The dean will chair the committee. The committee will evaluate each case and notify the student of the final decision no later than five calendar days after deliberating.

The Registrar's Office will send the suspension notice by regular or electronic mail, or it will be delivered to the student who must sign an acknowledgment of receipt.

The committee may approve the student's application and place the student on Academic Probation. While the student is on probation, they may continue to receive federal, state, or institutional financial aid funds. The Committee may create a curriculum to help the student meet the minimum SAP policy requirements. The Registrar's Office must evaluate this plan at the end of the semester. The plan requires the student to be on Academic Probation for less than a semester, but never for more than two semesters. PRCM will suspend the student for one semester for failure to comply with the approved plan. The student may apply for readmission.

If the Conservatory determines that the student is not going to classes regularly and/or is not showing interest in their studies or is not complying with the study plan or agreement, the Registrar, with the approval of the SAP Committee, will suspend the student believing they will not comply with the SAP policy, and, therefore, the student's financial aid benefits will be suspended.

Re-eligibility

The suspended student who chooses not to appeal the suspension may apply for readmission after one semester away from the Conservatory. The SAP Committee will evaluate the readmitted student upon readmission to determine if they are eligible for financial aid. If the student complies with the minimum SAP requirements at the end of the semester, they will be eligible to receive financial aid for the following semester.

If a student is readmitted to continue their studies and does not comply with the SAP Policy, the student will be suspended again for one year.

Courses the student takes at other institutions will not be transferable while the student is suspended.

Course Repetition

Students have a right to use financial aid once to repeat courses where their final grade was "C+", "C", "C-", "D+", "D", "D-" to improve that grade. Students must pay course fees for courses they repeat more than once.

Students may use financial aid to repeat the courses where the final grade was "F" until they achieve a minimum satisfactory grade of "C."

The institution will use the highest grade obtained in repeated courses to calculate the cumulative GPA. Repeated courses count towards the number of attempted credits or qualitative standards. Repeated courses will appear in the student's transcript with an "R."

An auditing student may repeat a course as many times as they wish.

Federal and state financial aid funds will not cover repeating remedial courses that are repeated.

Course Repetition for Students with Veterans Benefits

The Veterans Benefits Administration will pay for course repetitions only for courses in which the student obtained an "F" as a final grade and in which the minimum grade may not be an "F."

Incomplete

An Incomplete is a provisional grade given by the professor to a student in cases where the student has a valid excuse for being unable to comply with all course requirements. This classification is a privilege and not a right.

Students will be responsible for taking all exams, quizzes, special projects, labs, and all other work requested by the professor. Failure to prepare for exams, juries or recitals, schedule mix-ups, reasonable accommodations, and failure to submit required material on time are not valid excuses to grant an Incomplete.

The following are valid excuses:

1. A sudden and serious change in the student's health
2. Death in the immediate family
3. The student losing their instrument
4. Military Service

5. Jury duty and/or being cited to appear before a State or Federal judge

These reasons must occur within a period of no more than thirty calendar days before the last day of class, as specified in the academic calendar.

The student may not apply for an Incomplete for major or minor ensembles (orchestra, band, choir, chamber music, jazz combos, etc.) A withdrawal from courses will be authorized in cases where the student presents evidence of one of the reasons mentioned above which prevent the student from complying with the course requirements.

The student may apply for an Incomplete in the Registrar's Office (by filling the corresponding application) and must present evidence that justifies their application. The cost of the application for an Incomplete is $30.00 per course which must be paid at the Bursar's Office payment window. The professor must approve the Incomplete application and it should be submitted to the Office of the Dean of Academic Affairs for review, authorization, and processing.

The student is solely responsible for eliminating or removing an Incomplete. The deadline for removing an Incomplete is the Friday of the first week of the semester following the application approval. The Office of the Dean of Academic Affairs will inform professors and department directors of pending Incomplete grades that students must remove. Once the student has removed the Incomplete, the professor will send the grade to the Registrar's office.

If a student does not remove an Incomplete by the date stipulated on the academic calendar, the grade will automatically be changed to an "F." The grade will count towards the student's Satisfactory Academic Progress. There will be no exceptions to this rule even if the student's situation continues. The institution will not authorize extensions to the deadline for removing an Incomplete.

If a student requests an Incomplete due to the valid excuse of having an acute change in health and can provide a medical certificate that such reason continues to affect them, the administration may authorize a withdrawal from the course.

Partial Withdrawals

A partial withdrawal is a process through which a student receives authorization to stop attending a course in which they had enrolled. All withdrawals

must be initiated by the student. There are no reimbursements for partial withdrawals.

We recommend students consult with their professor and academic advisor before withdrawing from a course. If the withdrawal is necessary, it will be the student's responsibility to obtain the corresponding form from the Registrar's Office, secure the signature of the course professor and the Student Advisor, and submit the duly completed form to the Registrar's Office before the deadline stipulated in the academic calendar.

A student may partially withdraw from one or more courses during the time for partial withdrawals established in the academic calendar, in which case a "W" will appear on the student's transcript. Students who do not attend classes must withdraw from those classes. Those who do not officially withdraw will receive an "F" in the class.

The students who withdraw after the specified time for partial withdraws will receive a "WF" grade. This grade will appear on the student's transcript and will count towards the semester GPA, cumulative GPA, and attempted credits.

Undergraduate level

Students in all undergraduate level majors must be registered in instrument/seminar, ear training, and major and minor ensembles. Partial withdrawals are not permitted unless there is justification (see the valid excuses below).

Likewise, students in the undergraduate Music Education major cannot request a partial withdrawal from the courses with codes EDUN and EDUR unless there is justification (refer to the valid excuses below).

Graduate Level

Partial withdrawals from instrument/seminar and ensemble (majors and minors) courses are not allowed for students in the Graduate Diploma in Performance and the Master of Music in Performance unless there is a justification (refer to the valid excuses below).

Likewise, students in the Master of Music in Music Education may not request to partially withdraw from courses with MMED codes unless there is a justification (refer to the valid excuses below).

Valid excuses to be considered for partial withdrawal from courses that are not allowed are as follows:

1. A sudden and serious change in the student's health
2. Death in the immediate family
3. Acute changes in the student's economic standing.

These causes must occur within a period of no more than 30 calendar days before the deadline for requesting partial withdrawals, as specified in the academic calendar. After the deadline, the student will receive a "WF" grade.

To apply for a withdrawal from courses that do not allow this, the student must make a written application that includes the reason and evidence to justify their request. The student must address the letter to the Dean of Academic Affairs and must include the approval and signature of the professor, academic advisor, and Student Advisor before submitting it to the Dean's Office for final decision.

Total Withdrawals

A drop is a process by which students stop studying at the institution during the semester for which they have registered. Students that opt to drop out from the Conservatory must complete the corresponding form in the Registrar's Office. This form must include the signatures of all the professors from the student's registered courses and be approved by the Finance Office, the Financial Aid Office, and Library, to confirm the student has no debts with the institution. The academic advisor, Student Advisor, and Dean of Academic Affairs must also approve the application. The student is responsible for submitting the necessary forms and information to the Registrar's Office within the period established in the academic calendar.

A student may make a total withdrawal before the end of the academic semester. The student will receive a "W" grade in the courses they were enrolled in at the end of the official course drop process. Credits for the dropped courses will be counted as attempted credits.

The student that decides to drop out but does not follow the official process will receive an Administrative Withdrawal (WF) in their enrolled courses. The "WF" grade and credits of dropped courses will count as attempted credits and towards the semester GPA and cumulative GPA.

The institutional cancellation and reimbursement policy and Title IV refund policy will apply to all cases of total withdrawal as determined in this institutional catalog. The student is responsible for the balance resulting from this calculation.

Administrative Withdrawal

A student may receive a partial (one course) administrative withdrawal or total (all courses) administrative withdrawal by the Dean of Academic Affairs and the Registrar's Office for one or more of the following reasons:

1. Excessive absences: a professor may advise the Office of the Dean of Academic Affairs that a student receive an administrative withdrawal from a course due to excessive absences.
2. Nonpayment of course fees
3. Lack of academic integrity
4. If the student fails to follow the official processes for a total withdrawal.

The Office of the Dean of Academic Affairs initiates the administrative withdrawal using the official change sheet. The Registrar's Office will notify the student of the decision in writing. The student will receive a "WF" grade in the courses they had enrolled in that semester because of the administrative withdrawal. "WF" equals an "F." This grade will count towards the semester and cumulative GPA and as attempted credits.

The institutional cancellation and reimbursement policy and Title IV refund policy will apply to all cases of total withdrawal as determined in this institutional catalog. The student is responsible for the balance resulting from this calculation.

Grading System

The Conservatory will use the following grades as the student's performance evaluation system in the different courses in which the student enrolled. Students that receive an F in a course cannot enroll in the continuation of said course until they pass the first part.

Undergraduate students must obtain a minimum letter grade of C (2.00) in instrument, voice, composition, ear training, theory, thematic courses, and the professional studies courses of the music education major (courses with codes EDUN and EDUR) to pass. A grade lower than C (2.00) means the student must repeat the course.

The "D" (+ -) grade is only used at the undergraduate level. The "D" grade is not used at the graduate level. The lowest grade for graduate students is "C."

Undergraduate Level

Grade	GPA
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70

Grade	GPA
D+	1.30
D	1.00
D-	0.70
F	0.00

Graduate Level

Grade	GPA
A	4.00
B	3.00
C	2.00
F	0.00

Master's Thesis

The Master Thesis will be evaluated with the following grades:

SRP	Outstanding with a recommendation for publication
*S	Outstanding
*N	Notable
&P	Pass
NP	Fail

Other Grades Applicable to the Undergraduate and Graduate Levels

Code	Description
W	Withdrawal
WF	Administrative Withdrawal (Administrative F)
I	Incomplete

AU	Auditing student
R	Repeated
NR	Not registered
T	Transferred
U	Unauthorized
&P	Pass
NP	Fail

General Provisions on Qualifications

Remedial courses for Theory and History will be evaluated with a *Pass (&P)* or *Fail (NP)* grade.

Only grades for courses taken at the Puerto Rico Conservatory of Music will count towards the semester and cumulative GPA.
Students will be able to access their final grades using the Student Platform located in CMPR website.

Grade Change Appeals

The grade change appeal form must be submitted to the Registrar's Office within the first 30 days of the semester following the semester in which the grade was awarded. Professors will have 30 days from the date they receive the appeal form to respond. If the professor does not respond within 30 days, the case will be referred to the corresponding department director and to the Dean of Academic Affairs.

The final grade a student obtained in a course may not be changed once logged, except under the following circumstances:

1. Computation error
    a. The professor must submit written evidence to justify the grade change to the Dean of Academic Affairs.
2. Removing an Incomplete
    a. It must be done within the time frame indicated in the academic calendar and through the process established in the Satisfactory Academic Progress section of this catalog. If the Incomplete is not removed by the date stipulated on the academic calendar, the system will change the grade to an “F.”

Graduation

Graduation is the process whereby the Conservatory certifies that the student has fulfilled all requirements of the Bachelor of Music (BM), Master of Music, or the Graduate Diploma in Performance. To apply for graduation, the student must request the Graduation Application form from the Registrar's Office, pay the corresponding fee, and submit it on or before the deadline stipulated in the academic calendar. The Registrar's Office will evaluate and inform the Academic Senate of the students that complied with all established requirements for their major to be officially certified.

Graduation Requirements

Bachelor of Music

Bachelor of Music students must meet the following requirements to be eligible for graduation:

1. Passed all required courses and credits according to the study program of the major in which they enrolled.
2. Have a minimum cumulative GPA of 2.00 in the Composition, Performance, and Jazz and Caribbean Music Performance majors, or have a minimum cumulative GPA of 3.00 in the Music Education major. No student will be a candidate for graduation until they meet the minimum cumulative GPA requirement.
3. Completed the residency requirement of their major, as stipulated in the *Residency* section under the *Academic Regulations* section of this catalog.
4. Passed the graduation recital in the Composition, Performance, Jazz and Caribbean Music Performance majors or have passed the teaching practicum course in the Music Education major.
5. Filed and paid for the graduation application on the date specified in the academic calendar. If the student fails to file and pay for the graduation application on or before the deadline, they may not participate in the official graduation ceremony. The Conservatory reserves the right of granting the academic degree of the students who completed all the requirements of the major in which they are enrolled.
6. Have complied with the attendance requirements for *Student Concerts.*
7. Have no outstanding debts with the Library, the Finance Office, the Office of Operations and Physical Plant, and the Office of Financial Aid.

Graduate Diploma in Performance

Students in the Graduate Diploma in Performance Program must meet the following requirements to be eligible for graduation:

1. Complete all courses required by the program (only two consecutive semesters)
2. Have a cumulative GPA of 3.00 (on a scale of 0.00–4.00).
3. Complete the degree in the established time frame (two semesters)
4. Present and pass a graduation recital (lasting a minimum of 75 minutes) of works representing contrasting styles

Graduation Recital (Bachelor and Diploma)

All bachelor's degree students majoring in Composition, Performance, and Jazz and Caribbean Music Performance must present the required graduation recital to complete the degree. To schedule their recital, students must fill out the request form at the Institutional Activities Office to coordinate the date and use of the facilities. Please refer to the *Pre-recitals and Graduation Recitals* section in the *Student Life* section of this catalog for more information.

Students must present their recital as a requirement of their second-semester instrument course in their fourth year. The recital will be evaluated by a review panel or jury via a pre-recital. The pre-recital is evaluated and graded. The grade received in the pre-recital is the grade for the second semester of the fourth year.

Performance Diploma students will present their recital in the second semester and the grade will be the final grade for that semester. This degree can only be completed in two consecutive semesters.

Master of Music in Music Education

Students in the Master of Music in Music Education must meet the following requirements to be eligible for graduation:

1. Complete all the courses required by the program
2. Have a cumulative GPA of 3.00 (on a scale of 0.00–4.00)
3. Complete the degree in the established time frame (12 semesters)
4. Approval of master's thesis
    a. The student will have until the maximum time to complete the degree to present and pass it.
    b. The student must pay the thesis fee to complete the requirement

Candidates will not be considered for graduation until they have completed all credits and degree requirements, and have received approval for their thesis.

Master's Thesis

Students must submit a thesis after passing all the degree credits to complete the Master of Music in Music Education. Students who have not completed their elective courses by the end of the Thesis Proposal course (MMED 7006) will be allowed to enroll in a maximum of three (3) elective credits while registered in the Master's Thesis course (MMED 7007). The paper must be developed and written as a work of academic research. Students will remain enrolled in the Master's Thesis course (MMED 7007) until they present their Thesis and it is approved. Students will have up to the maximum time to complete and have their thesis approved.

Master of Music in Performance

Students in the Master of Music in Performance must meet the following requirements to be eligible for graduation:

1. Complete all the courses required by the program
2. Have a cumulative GPA of 3.00 (on a scale of 0.00–4.00)
3. Complete the degree in the established time frame (12 semesters)
4. Present and pass a graduation recital (lasting a minimum of 75 minutes) of works representing contrasting styles
5. Pass a comprehensive exam once all the credits and requirements of the degree are completed.

Candidates will not be considered for graduation until they have completed all credits and degree requirements, the graduation recital, and the passed comprehensive exam.

Graduation With Honors

Undergraduate Level

Honor	**Cumulative GPA**
Summa Cum Laude	3.90–4.00
Magna Cum Laude	3.80–3.89
Cum Laude	3.60–3.79

Award	**Description**

Puerto Rico Conservatory of Music Board of Directors Award	Awarded to the graduate (undergraduate level) with the highest cumulative GPA.

Students must have completed the last 100 credits of their degree at the Puerto Rico Conservatory of Music to merit this award.

Graduate Level

Award	**Description**
Board of Directors Award for Academic Excellence in the Master's Program	Awarded to the graduate of the master's program with the highest cumulative GPA.
Master's Program Medal of Recognition with Distinction	Conferred to graduates of the master's program who have obtained a cumulative GPA between 3.90 and 3.99.

The student must have completed the last 30 credits of their degree at the Puerto Rico Conservatory of Music to merit these honors.

Chancellor's Honor List

Full-time students with a 4.00 cumulative GPA will belong to the *Chancellor's Honor Roll*. Students who had an Incomplete grade will not qualify for this recognition, even if they obtain the indicated GPA.

Transcripts

The transcript is the official academic record of each student. This document is permanent and unalterable since it evidences the courses taken by the Conservatory's students. All students of the institution can request a copy of their academic records at the Registrar's Office by completing the request form and paying the fee. Copies will only be issued to the interested party and to those persons or institutions authorized by the student in writing. This document is known as the Transcript.

Transcripts can be issued in two forms: official and unofficial. Official copies are those sent directly to the person or institution designated by the student, whether for work, scholarships, studies, or other reasons. These official transcripts will not be given to the student. Unofficial transcripts are those issued directly to the student and for personal use only.

Certificate of Study

Certificates of Study are the documents used by the Puerto Rico Conservatory of Music to certify that a student is or has been enrolled for a specific period. These are used as evidence for Income Tax Returns, student loans, medical plans, social assistance programs, etc.

The document is sent at the student's request by filling out the *Certificate of Study Request* form at the Registrar's Office and paying the corresponding fees. They are only provided for the semester in which the student is registered.

Graduation Certification

The graduation certification is the document that certifies the degree granted to the student that completed their program of study at the Puerto Rico Conservatory of Music. Students can request this at the Registrar's Office. This document is issued to the students that graduated from the institution.

FERPA (Family Educational Rights and Privacy Act)

The Puerto Rico Conservatory of Music faithfully complies with the *Family Educational Rights and Privacy Act* (FERPA) of 1974 passed as part of Public Law 93-380, Section 439. The law protects the student's right to access their records and protects their rights to privacy by limiting the transfer or disclosure of such records without their consent. The law guarantees students the following rights:

1. The right to inspect and review their academic records. This application must be submitted in writing to the Registrar's Office.
2. The right to apply for amendments to the transcript if they believe that the information is incorrect or unclear. This application must be submitted in writing to the Registrar's Office specifying which part of the record the student wishes to change and the reasons why they believe the record to be incorrect or unclear.
3. The right to grant access to the information contained in the student's academic record to those officials authorized by FERPA without consent, such as employees who need access to said information to conduct their work, institutions to which the student wishes to transfer, parents of dependent students, government officials exercising legal duties, agencies that grant financial aid, auditors, and accreditation agencies.

4. The right to file a dispute with the U.S. Department of Education if the Conservatory fails to comply with the FERPA's dispositions and requirements. These can be referred to:
   Family Policy Compliance Office U.S. Department of Education
   400 Maryland Ave., S. W. Washington, DC 20202-4605
   Telephone: 202-260-3887
   Email: *ferpa@ed.gov*
   Website: *https://www.ed.gov/offices/OM/fpco*

This law also describes the types of consent that students must grant for personal information use. The institution requires written authorization from the student to release information from their transcript.

STUDY PLANS

Undergraduate level

Students must complete their programs of study by passing the courses in the order set forth in the following curricular maps:

Bachelor of Music in Voice Performance (140 credits)

2025 curriculum

FIRST YEAR (38 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (42 credits)**	**1st sem.**	**2nd sem.**
CTON 3101-3102/SEMINAR 1-2 Voice and Seminar	4	4	CTON 3111-3112/SEMINAR 3-4 Voice and Seminar	4	4
CORO 3111-3112	2	2	CORO 3113-3114	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I	1	1	PLAB 3011-3012 Keyboard Studies II	1	1
ESPA 3001-3002 Spanish	3	3	ITLN 3001-3002 Italian	2	2
HUMA 3001-3002 Western Civilizations	3	3	HIST 3001-3002 Music History: Origins-1500/1500-1750	3	3
DICT 3001-3002 Diction	1	1	INGL 3001-3002 English	3	3
-	-	-	TEAN 3003-3004 Acting for Singers	1	1
Total	19	19	Total	21	21

THIRD YEAR (34 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (27 credits)**	**1st sem.**	**2nd sem.**
CTON 4101-4102/SEMINAR 5-6 Voice and Seminar (Junior Recital)	4	4	CTON 4111-4112/SEMINAR 7-8 Voice and Seminar (Graduation Recital)	4	4
OPER 4001-4002 Opera Workshop	3	3	HIST 3021-3022 HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN	2	2
TEMA 5XXX Advanced Musical Theory/History Course	3	3	GRMN 3001-3002 German	2	2

THIRD YEAR (35 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (23 credits)**	**1st sem.**	**2nd sem.**
HIST 3011-3012 Music History: 1750-1825/1825 to the Present	3	3	Basic Conducting*	1	-
FCHN 3001-3002 French	2	2	PVOC5001-5002 Pedagogía Vocal	2	2
VLIT 4001-4002 Vocal Literature	2	2	Free electives	1	3
HIST 4065 History of Puerto Rico	3	-	MUBS 3001 Professional Skills for Musicians	2	-
Total	20	14	Total	14	13

**To be selected between Introduction to Instrumental Conducting and Introduction to Choral Conducting*

Bachelor of Music in Composition (141 credits)

FIRST YEAR (36 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (36 credits)**	**1st sem.**	**1st sem.**
COMN 3101-3102 Composition/Seminar/Forum	4	4	COMN 3111-3112 Composition/Seminar/Forum	4	4
TMUS 3001-3002 Theory I	3	3	Major Ensemble	2	2
SOLF 3001-3002 Ear Training I	2	2	TMUS 3011-3012 Theory 2	3	3
PLAB 3001-3002 Keyboard Studies I	1	1	SOLF 3011-3012 Ear Training 2	2	2
ESPA 3001-3002 Spanish	3	3	PLAB 3011-3012 Keyboard Studies II	1	1
CNPT 3001-3002 Counterpoint	3	3	HUMA 3001-3002 Humanities	3	3
CMUF 3001 Computerized Music Notation (Finale) or CMUS3001 Computer Music Notation (Sibelius)	2	-	HIST 3001-3002 Music History: Origins-1500/1500-1750	3	3
CMUS 3003 Digital Recording Techniques (MIDI/AUDIO)	-	2	-	-	-
Total	18	18	Total	18	18

THIRD YEAR (39 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (30 credits)**	**1st sem.**	**1st sem.**
COMN 4101-4102 Composition/Seminar/Forum	4	4	COMN 4111-4112 Composition/Seminar/Forum (Graduation recital)	4	4
Major Ensemble	2	2	HIST 3021-3022 HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN	2	2
PNON 4021-4022 Piano for Composers	1	1	CDTG 4001 Basic Conducting	1	-
TEMA 5XXX Advanced Musical Theory/History Course	3	3	CDTG 4002 Choral Conducting	1	-
HIST 3011-3012 Music History: 1750-1825/1825 to the Present	3	3	Complementary Instrument	-	1

THIRD YEAR (39 credits)	1st sem.	2nd sem.	FOURTH YEAR (30 credits)	1st sem.	1st sem.
Complementary Instrument	-	1	General Elective Courses	3	3
INGL 3001-3002 English	3	3	Free electives	3	3
OSTN 3001-3002 Orchestration	3	3	HIST 4065 History of Puerto Rico	3	-
Total	19	20	Total	17	13

Bachelor of Music in Jazz and Caribbean Music Performance: Voice (140 credits)

FIRST YEAR (38 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (38 credits)**	**1st sem.**	**2nd sem.**
JCNT 3101-3102 Jazz Voice and Seminar/Forum	4	4	JCNT 3111-3112 Jazz Voice and Seminar/Forum	4	4
Major and Minor Ensemble*	2	2	Major and Minor Ensemble*	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLFJAZ 1-SOLFJAZ 2 Jazz Ear Training I-1/I-2	2	2
PLAB 3001-3002 Keyboard Studies I	1	1	JPNO 3011-3012 Jazz Keyboard Studies	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HUMA 3001-3002 Western Civilizations	3	3	JSEV 3121-3122 Vocal Improvisation and Styles	1	1
FJVC 3001-3002 Fundamentals of Jazz Vocal	1	1	HIST 3031-3032 Jazz History	3	3
Total	19	19	Total	19	19

THIRD YEAR (35 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (29 credits)**	**1st sem.**	**2nd sem.**
JCNT 4101-4102 Jazz Voice and Seminar/Forum	4	4	JCNT 4111-4112 Jazz Voice and Seminar/Forum (Graduation recital)	4	4
Major and Minor Ensemble*	2	2	Major and Minor Ensemble*	2	2
JSEV 3123-3124 Vocal Improvisation and Styles	1	1	MUAC 4001-4002 Afro-Caribbean Experimental Music Workshop	2	2
CDTG 4001 Basic Conducting	1	-	ARRE 4001-4002 Jazz Arrangement Techniques	3	-
MUPR 4001-4002 Puerto Rican Music Workshop	2	2	HIST 4065 History of Puerto Rico	3	-
HIST 4001-4002 History of Caribbean Popular Music	2	2	TAVJ3001	-	3
HIST 3211-3212 Development of Western Music	3	3	Free electives	3	3
General Elective Courses	1	3	-	-	-
Total	16	17	Total	17	14

**For specific requirements of the major and minor ensembles, please refer to the institutional ensembles section of the catalog.*

Bachelor of Music in Jazz and Caribbean Music Performance of: Drums, Bass, Puerto Rican Cuatro, Guitar, Piano, Latin Percussion, Saxophone, Trumpet, Trombone (146 credits)

2025 Curriculum

FIRST YEAR (38 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (38 credits)**	**1st sem.**	**2nd sem.**
Jazz Instrument 3101-3102 Jazz Instrument and Seminar/Forum	4	4	Jazz Instrument 3111-3112 Jazz Instrument and Seminar/Forum	4	4
Major and Minor Ensemble*	2	2	Major and Minor Ensemble*	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLFJAZ 1-SOLFJAZ 2 Jazz Ear Training I-1/I-2	2	2
PLAB 3001-3002 Keyboard Studies I†	1	1	JPNO 3011-3012 Jazz Keyboard Studies‡	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HIST3031-3032 History of Jazz	3	3	JSEM 3121-3122 Improvisation Seminar	1	1
JIMPRO01-02 Introduction to the Fundamentals for Jazz Improvisation	1	1	HUMA 3001-3002 Western Civilizations	3	3
Total	**19**	**19**	**Total**	**19**	**19**

THIRD YEAR (41credits)	1st sem.	2nd sem.	FOURTH YEAR (29 credits)	1st sem.	2nd sem.
Jazz Instrument 4101-4102 Jazz Instrument and Seminar/Forum	4	4	Jazz Instrument 4111-4112 Jazz Instrument and Seminar/Forum (Graduation recital)	4	4
Major and Minor Ensemble*	2	2	Major and Minor Ensemble*	2	2
JSEM 3123-3124 Improvisation Seminar	1	1	MUAC 4001-4002 Afro-Caribbean Experimental Music Workshop	2	2
JIMP 3123-3124 Improvisation and technique seminar for mallet instruments§	1	1	-	-	-
CDTG 4001 Basic Conducting	1	-	ARRE 4001-4002 Jazz Arrangement Techniques	3	3
MUPR 4001-4002 Puerto Rican Music Workshop	2	2	HIST 4065 History of Puerto Rico	3	-
HIST 4001-4002 History of Caribbean Popular Music	2	2	Free electives	2	2
HIST 3211-3212 Development of Western Music	3	3	Graduation Recital	-	0
ARMO3021-3022 Jazz Harmony	3	3			
General Elective Courses	1	3	-	-	-
MUBS 3001 Professional Skills for Musicians	2	-	-	-	-
Total	**21**	**20**	**Total**	**16**	**13**

**For specific requirements for major and minor sets, please refer to the institutional sets section of the catalog.*

*†Students of the jazz piano specialty will take two years of **Classical Piano for Jazz Pianists PNOCJPN**, replacing the Musical Keyboard Skills course.*

§Latin percussion and drum students will not take the course JSEM3121-3122, JSEM3123-3124 (Improvisation Seminar). In their place, they will take the course, JIMP3121-3122, JIMP3123-3124 Seminar and Improvisation techniques for mallet instruments.

Bachelor of Music in Music Education: General Music (141 credits)

FIRST YEAR (40 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (40 credits)**	**1st sem.**	**2nd sem.**
EDUR 3101 Human Growth and Development	3	-	EDUR 3103 General Teaching Methods	3	-
EDUR 3102 Learning Theories	-	3	EDUR 3104 Nature and Needs of the Exceptional Child	-	3
Primary Instrument CTOR/GTRR/PNOR 3081-3082 (Voice, Guitar, and Piano)	3	3	Primary Instrument CTOR/GTRR/PNOR 3083-3084 (Voice, Guitar, and Piano)	3	3
SEMEDUR 1-2 Education Seminar*	0	0	SEMEDUR 3-4 Education Seminar*	0	0
-	-	-	EDUR 3105 Technology in Music Class	3	-
CORO 3111-3112	2	2	CORO 3113-3112	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I†	1	1	PTEA 3011-3012 Piano for Teachers	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HUMA 3001-3002 Western Civilizations	3	3	General Elective Courses	-	3
Total	20	20	Total	20	20

THIRD YEAR (37 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (24 credits)**	**1st sem.**	**2nd sem.**
EDUR 4101 Philosophical Foundations of Education	3	-	AGRM 4101 Musical Ensembles	3	-
EDUR 4102 Social Foundations of Education	-	3	EDUR 4106 Teaching Choral Music in High School	3	-
EDUR 4103 Teaching Music in Elementary School	-	3	EDUR 5005 Teaching Music to Preschool-age Children	3	-
CDTG 4001 Basic Conducting	1	-	SEMEDUR 7 Education Seminar*	0	-

THIRD YEAR (37 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (24 credits)**	**1st sem.**	**2nd sem.**
TTCH 3001 Teaching Techniques: Voice	1	-	General Elective Courses	6	-
EDUR 4104 Appropriate Practices for Early Music Education	-	3	SEMEDUR 7 Education Seminar*	0	-
Primary Instrument CTOR/GTRR/PNOR 4081-4082 (Voice, Guitar, and Piano)	3	3	EDUR 4201 Seminar and Teaching Practicum‡	-	9
SEMEDUR 5-6 Education Seminar*	0	0	-	-	-
Minor Ensemble	1	1	-	-	-
HIST 3211-3212 Development of Western Music	3	3	-	-	-
HIST 4065 History of Puerto Rico	3	-	-	-	-
HIST 4067 United States History	-	3	-	-	-
General Elective Courses	1	-	-	-	-
MUBS 3001 Professional Skills for Musicians	2	-	-	-	-
Total	18	19	Total	15	9

**The Educational Seminar meets once a month.*

†Elementary Piano students will substitute this course for two semesters of the complementary instrument of their choice.

‡The educational area of the teaching practicum is general music.

Bachelor of Music in Music Education: Choral Music (138 credits)

FIRST YEAR (40 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (40 credits)**	**1st sem.**	**2nd sem.**
EDUR 3101 Human Growth and Development	3	-	EDUR 3103 General Teaching Methods	3	-
EDUR 3102 Learning Theories	-	3	EDUR 3104 Nature and Needs of the Exceptional Child	-	3
Primary Instrument CTOR/GTRR/PNOR 3081-3082 (Voice, Guitar, and Piano)	3	3	Primary Instrument CTOR/GTRR/PNOR 3083-3084 (Voice, Guitar, and Piano)	3	3
SEMEDUR 1-2 Education Seminar*	0	0	SEMEDUR 3-4 Education Seminar*	0	0
-	-	-	EDUR 3105 Technology in Music Class	3	-
CORO 3111-3112	2	2	CORO 3113-3112	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I†	1	1	PTEA 3011-3012 Piano for Teachers	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HUMA 3001-3002 Western Civilizations	3	3	General Elective Courses	-	3
Total	20	20	Total	20	20

THIRD YEAR (38 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (20 credits)**	**1st sem.**	**2nd sem.**
EDUR 4101 Philosophical Foundations of Education	3	-	EDUR 4106 Teaching Choral Music in High School	3	-
EDUR 4102 Social Foundations of Education	-	3	TMUS 4102 Arrangement	2	-
EDUR 4103 Teaching Music in Elementary School	-	3	SEMEDUR 7 Education Seminar*	0	-
CDTG 4001 Basic Conducting	1	-	General Elective Courses	6	

THIRD YEAR (38 credits)	1st sem.	2nd sem.	FOURTH YEAR (20 credits)	1st sem.	2nd sem.
CLIT 4001 Choral Conducting and Literature	-	2	EDUR 4201 Seminar and Teaching Practicum‡	-	9
TTCH 3001 Teaching Techniques: Voice	1	-	-	-	-
EDUR 4105 Choral Repertoire and Concert Preparation	-	2	-	-	-
Primary Instrument CTOR/GTRR/PNOR 4081-4082 (Voice, Guitar, and Piano)	3	3	-	-	-
SEMEDUR 5-6 Education Seminar*	0	0	-	-	-
Minor Ensemble	1	1	-	-	-
HIST 3211-3212 Development of Western Music	3	3	-	-	-
HIST 4065 History of Puerto Rico	3	-	-	-	-
HIST 4067 United States History	-	3	-	-	-
General Elective Courses	1	-	-	-	-
MUBS 3001 Professional Skills for Musicians	2	-	-	-	-
Total	18	20	Total	11	9

**The Educational Seminar meets once a month.*

†Elementary Piano students will substitute this course for two semesters of the complementary instrument of their choice.

‡The educational area of the teaching practicum is general music. Students will be able to exercise their educational practicum in choir if there is availability at the practice center.

Bachelor of Music in Music Education: Instrumental Music (139 credits)

FIRST YEAR (40 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (42 credits)**	**1st sem.**	**1st sem.**
EDUR 3101 Human Growth and Development	3	-	EDUR 3103 General Teaching Methods	3	-
EDUR 3102 Learning Theories	-	3	EDUR 3104 Nature and Needs of the Exceptional Child	-	3
Primary Instrument 3081-3082 (Orchestral Instru-ments) *	3	3	Primary Instrument 3083-3084 (Orchestral Instru-ments) *	3	3
SEMEDUR 1-2 Education Seminar†	0	0	SEMEDUR 3-4 Education Seminar†	0	0
-	-	-	EDUR 3105 Technology in Music Class	3	-
BAND 3101-3102 / ORST 3121-3122	2	2	BAND 3103-3104 / ORST 3123-3124	2	2
TMUS 3001-3002 Theory 1	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training 1	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I‡	1	1	PTEA 3011-3012 Piano for Teachers	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HUMA 3001-3002 Western Civilizations	3	3	General Elective Courses	-	3
-	-	-	TTCH 3002 Teaching Techniques: Strings	1	-
-	-	-	TTCH 4001 Teaching Techniques: Woodwinds	-	1
Total	20	20	Total	21	21

THIRD YEAR (37 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (20 credits)**	**1st sem.**	**2nd sem.**
EDUR 4101 Philosophical Founda-tions of Education	3	-	EDUR 4107 Instrumental Music in High School	3	-
EDUR 4102 Social Foundations of Education	-	3	TMUS 4102 Arrangement	2	-

THIRD YEAR (37 credits)	1st sem.	2nd sem.	FOURTH YEAR (20 credits)	1st sem.	2nd sem.
EDUR 4103 Teaching Music in Elementary School	-	3	SEMEDUR 7† Education Seminar	0	-
Primary Instrument 4081-4082 (Orchestral Instruments) *	3	3	General Elective Courses	6	-
SEMEDUR 5-6† Education Seminar	0	0	EDUR 4202 Teaching Seminar and Practicum§	-	9
CDTG 4001 Basic Conducting	1	-	-	-	-
DLIT 4001 Instrumental Conducting and Literature	-	2	-	-	-
TTCH 4002 Teaching Techniques: Brass	1	-	-	-	-
TTCH 4003 Teaching Techniques: Percussion	-	1	-	-	-
Minor Ensemble	1	1	-	-	-
HIST 3211-3212 Development of Western Music	3	3	-	-	-
HIST 4065 History of Puerto Rico	3	-	-	-	-
HIST 4067 United States History	-	3	-	-	-
General Elective Courses	1	-	-	-	-
MUBS 3001 Professional Skills for Musicians	2	-	-	-	-
Total	18	19	Total	11	9

**Codes:*
VLNR/VLAR/VCLR/CBOR/HRPR/FLTR/OBER/CLRR/SAXR/FGTR/TPTR/TPAR/TBNR/TBAR/PERR
†The Educational Seminar meets once a month.
‡ Elementary piano students will substitute this course for two semesters of the complementary instrument of their choice.
§The educational area of teaching practice is general music. Students will be able to complete their educational practicum in band, rondalla, or orchestra if available in the practice center.

Bachelor of Music in Guitar Performance (132 credits)

FIRST YEAR (40 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (38 credits)**	**1st sem.**	**2nd sem.**
GTRN 3101-3102/SEMINAR 1-2 Guitar and Seminar	4	4	GTRN 3111-3112/SEMINAR 3-4 Guitar and Seminar	4	4
CORO 3111-3112	2	2	CORO 3113-3114	2	2
TMUS 3001-3002 Theory I	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training I	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I	1	1	PLAB 3011-3012 Keyboard Studies II	1	1
GLIT 4001-4002 Guitar Literature	2	2	ARMO 3051-3052 Tuning Harmonics	1	1
LPRI 3031-3032 Sight Reading for Guitarists	1	1	INGL 3001-3002 English	3	3
ESPA 3001-3002 Spanish	3	3	HIST 3001-3002 Music History: Origins-1500/1500-1750	3	3
HUMA 3001-3002 Humanities	3	3			
Total	20	20	Total	19	19

THIRD YEAR (31 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (23 credits)**	**1st sem.**	**2nd sem.**
GTRN 4101-4102/SEMINAR 5-6 Guitar and Seminar	4	4	GTRN 4111-4112/SEMINAR 7-8 Guitar and Seminar (Graduation recital)	4	4
MCAM 3061-3062 Chamber Music	1	1	MCAM 3063-3064 Chamber Music	1	1
TEMA 5XXX Advanced Musical Theory/History Course	3	3	HIST 3021-3022 HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN	2	2
CDTG 4001 Basic Conducting	1	-	MUBS 3001 Professional Skills for Musicians	2	-
HIST 3011-3012 Music History: 1750-1825/1825 to the Present	3	3	General Elective Courses	3	3
HIST 4065 History of Puerto Rico	3	-	Free electives	1	-
Free electives	-	3	-	-	-
Total	16	15	Total	13	10

Bachelor of Music in Performance of: Violin, Viola, Cello, Double bass, Harp, Flute, Oboe, Clarinet, Bassoon, Saxophone, Trumpet, Trombone, French Horn, Tuba, Euphonium, Percussion (138 credits)

2025 Curriculum

FIRST YEAR (36 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (40 credits)**	**1st sem.**	**2nd sem.**
INSTRUMENT 3101-3102/SEMINAR 1-2 Instrument and Seminar*	4	4	INSTRUMENT 3111-3112/SEMINAR 3-4 Instrument and Seminar*	4	4
BAND 3101-3102 / ORST 3121-3122†	2	2	BAND 3103-3104 / ORST 3123-3124†	2	2
TMUS 3001-3002 Theory I	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training I	2	2	SOLF 3011-3012 Ear Training 2	2	2
PLAB 3001-3002 Keyboard Studies I	1	1	PLAB 3011-3012 Keyboard Studies II	1	1
ESPA 3001-3002 Spanish	3	3	INGL 3001-3002 English	3	3
HUMA 3001-3002 Humanities	3	3	HIST 3001-3002 Music History: Origins-1500/1500-1750	3	3
-	-	-	ILIT4 001-4002 Instrumental Literature	2	2
Total	**18**	**18**	**Total**	**20**	**20**

THIRD YEAR (35 credits)	1st sem.	2nd sem.	FOURTH YEAR (27 credits)	1st sem.	2nd sem.
INSTRUMENT4101-4102/SEMINAR5-6 Instrument and Seminar*	4	4	INSTRUMENT4111-4112/SEMINAR7-8 Instrument and Seminar (Graduation recital) *	4	4
BAND 4101-4102 / ORST 4121-4122†	2	2	BAND 4103-4104 / ORST 4123-4124†	2	2
MCAM 3061-3062 Chamber Music‡	1	1	MCAM 3063-3064 Chamber Music‡	1	1
TEMA 5XXX Advanced Musical Theory/History Course	3	3	HIST 3021-3022 HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN	2	2
CDTG 4001 Basic Conducting	1	-	HIST 4065 History of Puerto Rico	3	-
HIST 3011-3012 Music History: 1750-1825/1825 to the Present	3	3	TTCH Teaching technique £	1	-
OREP 4001-4002 Orchestral Repertoire Literature§	1	1	Free electives	2	3
General Elective Courses	1	3	Graduation Recital	-	0
MUBS 3001 Professional Skills for Musicians	2	-	-	-	-
Total	**18**	**17**	**Total**	**15**	**12**

**Codes: VLNN/VLAN/VCLN/CBON/HRPN/FLTN/OBN/CLRN/SAXN/FGTN/TPTN/TPAN/TBNN/TBAN/EUFO /PERN)*

†Orchestra is a requirement for harp, violin, viola, cello, and contrabass students. Remedial level string students may enroll in ORST2121-2122 after receiving authorization from their professor and the Dean of Academic Affairs.

‡Students can substitute two credits for the following ensembles: Flute Ensemble, Latin American Ensemble, Brass Ensemble, Saxophone Ensemble, or Percussion Ensemble.

£ String students will take the TTCH 3002 course, woodwind will take the TTCH 4001 course, brass will take the TTCH4002 course, percussion will take the TTCH 4003 course, and Harp will take the PARP4001 course.

§It is not required for saxophone students. The total credits for the bachelor's degree are 136.

Bachelor of Music in Piano Performance (135 credits)

FIRST YEAR (36 credits)	**1st sem.**	**2nd sem.**	**SECOND YEAR (36 credits)**	**1st sem.**	**2nd sem.**
PNON 3101-3102/SEMINAR 1-2 Piano and Seminar	4	4	PNON 3111-3112/SEMINAR 3-4 Piano and Seminar	4	4
CORO 3111-3112	2	2	CORO 3113-3112	2	2
TMUS 3001-3002 Theory I	3	3	TMUS 3011-3012 Theory 2	3	3
SOLF 3001-3002 Ear Training I	2	2	SOLF 3011-3012 Ear Training 2	2	2
LPRI 3001-3002 Sight Reading for Pianists	1	1	ACOM 4001-4002 Accompaniment	1	1
ESPA 3001-3002 Spanish	3	3	ARMO 3131-3132 Keyboard Harmony for Pianists	1	1
HUMA 3001-3002 Humanities	3	3	INGL 3001-3002 English	3	3
-	-	-	HIST 3001-3002 Music History: Origins-1500/1500-1750	3	3
Total	18	18	Total	19	19
THIRD YEAR (40 credits)	**1st sem.**	**2nd sem.**	**FOURTH YEAR (21 credits)**	**1st sem.**	**2nd sem.**
PNON 4101-4102/SEMINAR 5-6 Piano and Seminar	4	4	PNON 4111-4112/SEMINAR 7-8 Piano and Seminar (Graduation recital)	4	4
SMALL ENSEMBLE* CPNO5001-5002 Música a dos pianos, cuarto manos MCAM3061-3062 Música de Cámara	1	1	SMALL ENSEMBLE * CPNO5001-5002 Música a dos pianos, cuarto manos MCAM3061-3062 Música de Cámara	1	1
TEMA 5XXX Advanced Musical Theory/History Course	3	3	HIST 3021-3022 HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN	2	2
CDTG 4001 Basic Conducting	1	-	PPED 4001 Piano Pedagogy	1	-
HIST 3011-3012 Music History: 1750-1825/1825 to the Present	3	3	General Elective Courses	3	-
ACOM 4111-4112 Accompaniment Practicum	1	1	Free electives	-	3
PLIN 4001-4002 Piano Literature	3	3	-	-	-
HIST 4065 History of Puerto Rico	3	-	-	-	-

THIRD YEAR (40 credits)	1st sem.	2nd sem.	FOURTH YEAR (21 credits)	1st sem.	2nd sem.
MUBS 3001 Professional Skills for Musicians	-	2	-	-	-
General Elective Courses	-	1	-	-	-
Free electives	-	3	-	-	-
Total	19	21	Total	11	10

*To complete the small ensemble requirement, pianists will need to take 2 semesters of Chamber Music (MCAM) and 2 semesters of Music for Two Pianos, 4 Hands (CPNO).

Chamber Music: It will be required to take 2 semesters of the course to fulfill the small ensemble requirement. As a prerequisite to enroll in the course, the student must have passed the PNON 3112 course (exceptions only with prior authorization from the Piano Department).

Two-Piano Ensemble-4 hands- It will be required to take 2 semesters of the course to fulfill the minor ensemble requirement. As a prerequisite to enroll in the course, the student must be enrolled in or have passed the courses: PNON3101 and LPRI 3001.

Bachelor of Music in Musical Theatre (132 créditos)

First Year (38 credits)	1 Sem.	2 Sem.	Second Year (36 credits)	1 Sem.	2 Sem.
TMCA 3101-3102 *Voice for Musical Theatre*	2	2	**TMCA 3111-3112** *Voice for Musical Theatre II*	2	2
CORO 3111-3112 *Choir*	2	2	**CORO 3113-3114** *Choir*	2	2
SOLF 3001-3002 *Solfeo*	2	2	**SOLF 3011-3012** *Solfeo*	2	2
TMUS 3001-3002 *Musical Theory*	3	3	**TMUS 3011-3012** *Musical Theory*	3	3
HUMA 3001-3002 *Western Civilization*	3	3	**PLAB 3011-3012** *Musical Skills for Piano*	1	1
PLAB 3001-3002 *Musical Skills for Piano*	1	1	**DBAL 3001** *Ballet I*	2	-
ESPA 3001 - 3002 *Spanish*	3	3	**DJAZ 3001** *Jazz Dance I*	-	2
INGLE 3001 - 3002 *English composition*	3	3	**ACTU 3001** *Acting I*	2	-
			ACTU 3002 *Acting II*	-	2
			HIST3211-3212 *Development of Western Music*	3	3
			TMSR 4001 *Showcase Recital*	-	2
TOTAL	**19**	**19**	**TOTAL**	**17**	**19**

Third Year (32 credits)	1 Sem.	2 Sem.	Fourth Year (26 credits)	1 Sem.	2 Sem.
TMCA 4101-4102 *Voice for Musical Theatre III*	2	2	**TMCA 4111-4112** *Voice for Musical Theatre IV*	2	2
HIST3021-3022 *Music History of Puerto Rico and the Caribbean*	2	2	**HIST 4070** *Theatre History*	3	-
DICA 3001-3002 *Diction for Actors I & II*	2	2	**DTAP 3011** *Fundamentals of Tap Dance*	2	-
ACTU 3011-3012 *Acting III & IV*	2	2	**AUTM 4022** *Musical Theatre Audition*	2	-
DBAL 3002 *Ballet II*	2	-	**MUTM 4001** *Music Business in Musical Theatre*	-	3
DJAZ 3002 *Jazz Dance II*		2	Electives	-	6
EXCO 3001-3002 *Body Expression*	2	2	**HIST 4065** *History of Puerto Rico*	3	
TVTM 4020 *Vocal Techniques and Styles for Musical Theatre*	2		**TMPD 4003** *Musical Theatre Production*		3
RETM 4021 *Musical Theatre Repertoire*	-	2			
TMCR 4002 *Musical Cabaret/Revue*	-	3			
CDTG 4001 *Introduction to Conducting*	1				
TOTAL	**15**	**17**	**TOTAL**	**12**	**14**

**Students must participate in a student or departmental concert during the semesters when they are not involved in a Musical Theater Production, Cabaret/Musical Revue, or Showcase Recital.*

Bachelor of Music in Music Therapy (138 créditos)

First Year (40 credits)	1 Sem.	2 Sem.	Second Year (40 credits)	1 Sem.	2 Sem.
MTP3001 *Foundation and Principals of Music Therapy*	3	-	**MTP3003** *Methods and Techniques in Music Therapy: Children and Adolescents*	2	-
MTP3002 *Methods and Techniques in Music Therapy*	-	3	**MTP3004** *Methods and Techniques in Music Therapy: Adults*	-	2
ESPA3001-3002 *Spanish*	3	3	**INGLE3001-3002** *English*	3	3
EDUR3101 *Human Development through Life*	3	-	**HUMA 3001-3002** *Western Civilization*	3	3
PSIC3001 *Introduction to Psychology*	0	3	**INST, CTOR3083-3084** *Primary Instrument*	3	3
INST, CTOR3081-3082 *Primary Instrument*	3	3	**SEMMTP 3-4** *Music Therapy Seminar*	0	0
SEMMTP 1-2 *Music Therapy Seminar*	0	0	**JPNO3011-3012** *Music Skills for Piano Jazz*	1	1
PLAB3001-3002 *Music Skills for Piano*	1	1	**GUIT3001** *Complementary Guitar*	1	-
Large Ensemble	2	2	**TTCH3001 - Voice** *Technique for Voice Teaching*	0	1
TMUS3001-3002 *Music Theory*	3	3	**Large Ensemble**	2	2
SOLF3001-3002 *Solfeo*	2	2	**TMUS3011-3012** *Music Theory*	3	3
			SOLF3011-3012 *Solfeo*	2	2
TOTAL	**20**	**20**	**TOTAL**	**20**	**20**

Third Year (33 credits)	1 Sem.	2 Sem.	Fourth Year (25 Credits)	1 Sem.	2 Sem.
MTP4001 *Influence of Music and Behavior*	3	-	**PSIC4002** *Abnormal Psychology*	3	-
MTP4002 *Psychology of Music*	-	3	**PSIC4003** *Counseling Techniques for Groups and Individuals*	-	3
EDUR3104 *Nature and Needs of the Exceptional Child*	3	-	**MUSBS3001** *Professional Techniques for Musicians*	2	-
PSIC4001 *Medicine Mind/Body and Health*	-	3	**SEMMTP 7-8** *Music Therapy Seminar*	0	0
INST, CTOR4081-4082 *Primary Instrument*	3	3	**INGL3011** *Conversational English*	0	3
SEMMTP 5-6 *Music Therapy Seminar*	0	0	**HIST4001-4002** *History of Puerto Rico and Caribbean Music*	2	2
CDTG *Introduction to Conducting*	1	-	**TMUS4102** *Arrangement*	2	-
Small ensemble	1	1	**Elective Courses**	3	3
HIST3211-3212 *Development of Western Music*	3	3	**MTP4005** *Practicum 3*	1	-
ANAT3001 *Anatomy and Physiology*	-	3	**MTP4006** *Practicum 4*	0	1
JPEP *Intro to Latin Percussion*	1	-			
MTP4003 *Practicum 1*	1	-			
MTP4004 *Practicum 2*	-	1			
TOTAL	**16**	**17**	**TOTAL**	**13**	**12**

Fifth Year (0 credits)	1 Sem.	2 Sem.
MTP4007-4008 *Music Therapy Internship*	0	0

§Students in primary instrument guitar must choose between: Complementary Jazz Guitar (JGTR3001) and Complementary Singing (CANT3001)

**Students in primary percussion instruments must choose between: Complementary Singing (CANT3001) and Complementary Guitar (GUIT 3002)*

±Students should choose at least one technology-oriented elective such as: EDUR3105 Technology in Music Class, CMUS303 Digital Recording Techniques, SMUF 3001 or CMUS3001 Computerized Music Notation, SMUS 5005 Digital Video Production and Editing

Undergraduate Ensemble Requirements

The institutional ensembles are the Conservatory's primary musical focus. All programs of study require both undergraduate and graduate students to participate.

Bachelor of Music in Performance

Harp, strings, woodwinds, and percussion

Placement in the major ensembles is based on an audition at the beginning of each year. Students must participate in one of the major instrumental ensembles (orchestra or band) for eight semesters. The student is authorized to enroll in only one major ensemble per semester. Students may attend other major ensembles as collaborators if such collaboration does not pause their program of studies. Collaborating in a major ensemble does not count for credits, nor is it transferable.

Students must take four semesters of chamber music beginning in the third year of their instrument. Winds and percussion students may substitute two semesters of chamber music for one of the following minor ensembles based on their major: Flute Ensemble, Brass Ensemble, Saxophone Ensemble, Latin American Music Ensemble, and Percussion Ensemble.

Voice, Composition, Guitar, and Piano

Students are required to take four semesters of Choir as a major ensemble. Placement will be based on their audition. Students must take four semesters of chamber music beginning in the third year of their instrument except for composition and voice students. Students in the Voice major are required to take two semesters of Opera Workshop (OPER 4001-4002) or two semesters of Introduction to Opera Performance (OPER 4101-4012).

Students majoring in Guitar may enroll in the Guitar Ensemble as a music elective, but not as a substitute for the chamber music course.

Piano students may fulfill the major ensemble requirement by performing as pianist for major ensembles when such ensembles include works that require piano as an orchestral instrument. To act as a pianist for any of the major ensembles, the student must have the approval of the Piano Department.

Remedial/Preparatory Level

Students at the remedial/preparatory instrumental level are not required to be enrolled in institutional ensembles (majors and minors). They may collaborate in any of the ensembles if needed with the authorization of the department director and the Dean of Academic Affairs. Collaborating in a major ensemble does not count for credits, nor is it transferable.

Jazz and Caribbean Music

Students must take 16 ensemble credits, 14 of these in ensembles (majors and minors) specific to their department, and two credits they can take in ensembles from other programs of study. If students do not enroll in ensembles from other departments, they must enroll in ensembles from their department to complete the requirement. Students may enroll in one major and one minor ensemble or in two minor ensembles per academic semester. They may not enroll in more than two ensembles per semester.

Music Education and Music Therapy

Students shall take four semesters of major ensemble and two semesters of minor ensemble or chamber music. Voice, guitar, and Piano majors will take Choir as a major ensemble, and students in the harp and strings major will take Orchestra as a major ensemble. Woodwinds and percussion students may choose between Band and Orchestra, although if needed, the institution may move them between these ensembles.

Students may attend other major ensembles as collaborators if such collaboration does not pause their program of studies. Collaborating in a major ensemble does not count for credits, nor is it transferable.

**In certain circumstances, due to instrumental need or for merit, first and second year students may enroll in chamber music if they have a written recommendation from their instrument professor and the authorization of the Dean of Academic Affairs.*

Musical Theatre

BM students in Musical Theatre will take four semesters of Choir as a major ensemble requirement. These will be placed by audition.

Graduate Level

Graduate Diploma in Performance

The main goal of the Graduate Diploma in Performance is to offer programs of studies focused on training students capable of performing as professional, high-level musicians. The goals of the program are:

1. Train excellent musicians capable of appreciating, understanding, and performing the existing repertoire for their respective instruments at a high level.
2. Broaden the student's technical performance skills that will enable them to face the challenges and difficulties of the advanced repertoire written for their chosen instrument.
3. Expand the student's knowledge of the repertoire of their instrument.
4. Broaden the student's technical, musical, and artistic training.
5. Help the student develop strong skills in the art of individual performance and ensemble work.

The program is designed to be completed in two consecutive academic semesters. All students in this program must be enrolled full time. The program does not allow students to enroll part-time.

Graduate Diploma in Voice Performance (19 credits)

2025 Curriculum

FIRST SEMESTER (9 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
DCTO 6001/SEMIDIP 1 Voice and Seminar	5	DCTO 6002/SEMIDIP 2 Voice and Seminar	5
DOPR 5001 Opera Workshop*	3	DOPR 5002 Opera Workshop*	3
Dicción en Práctica**	1	MCAM 5002 Chamber Music	1
MCAM 5001 Chamber Music	1	Recital‖	0
Total	**10**	**Total**	**9**

**An audition is required*

*** Los estudiantes podrán matricularse en este curso de haber aprobado el examen diagnóstico de Dicción.*

‖Requirement for completing the Graduate Diploma in Performance.

Graduate Diploma in Performance of: Violin, Viola, Cello, Double bass, Harp, Flute, Oboe, Clarinet, Bassoon, Saxophone, Trumpet, French Horn, Trombone, Tuba, Percussion (18 credits)

FIRST SEMESTER (9 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
Instrument 6001/SEMIDIP1 Instrument and Seminar*	5	Instrument 6002/SEMIDIP2 Instrument and Seminar*	5
BAND 5001/ORST 5001 Band or Orchestra	2	BAND 5002/ORST 5002 Band or Orchestra	2
MCAM 5001 Chamber Music	1	MCAM 5002 Chamber Music	1
Minor Ensemble†	1	Minor Ensemble†	1
-	-	Recital‡	0
Total	9	Total	9

**Codes:*
DVLN/DVLA/DVCL/DCBO/DHRP/DFLT/DOBE/DCLR/DFGT/DSAX/DTPT/DTPA/DTBN/DTBA/DPER
†String students may enroll in two additional semesters of chamber music (MCAM5003-5004) substituting the minor ensemble.
‡Requirement for completing the Graduate Diploma in Performance degree.

Graduate Diploma in Guitar Performance (18 credits)

FIRST SEMESTER (9 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
DGTR 6001/SEMIDIP 1 Guitar and Seminar	5	DGTR 6002/SEMIDIP 2 Guitar and Seminar	5
MCAM 5001 Chamber Music	1	MCAM 5002 Chamber Music	1
CGIT 5001 Guitar Ensemble	1	CGIT 5002 Guitar Ensemble	1
Additional course*	2	Additional course*	2
-	-	Recital†	0
Total	9	Total	9

**The student may choose one or more of the following options to complete the credits required for the degree: (a) two additional semesters of chamber music (MCAM5003-5004); (b) courses from the elective menu of the Graduate Diploma in Performance program.*
†Requirements for completing the Graduate Diploma in Performance.

Graduate Diploma in Piano Performance (18 credits)

2025 Curriculum

FIRST SEMESTER (10 credits)	**Crs.**	**SECOND SEMESTER (8 credits)**	**Crs.**
DPNO 6001/SEMIDIP 1 Guitar and Seminar	5	DPNO 6002/SEMIDIP 2 Guitar and Seminar	5
MUBS7001 The Enterprising Musician	2	Electives*	3
Electives*	3	Recital†	0
Total	**10**	**Total**	**8**

**Course of free selection according to the student's professional interests*
†Requirement for completing the Graduate Diploma in Performance.

Graduate Diploma in Jazz and Caribbean Music Performance of: Drums, Bass, Guitar, Piano, Latin Percussion, Saxophone, Trumpet, Trombone (18 credits)

FIRST SEMESTER (9 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
INST 6001/SEMIDIP 1/ FORODIP 1 Instrument, Seminar, and Jazz Forum*	5	INST 6002/SEMIDIP 2/ FORODIP 2 Instrument, Seminar, and Jazz Forum*	5
Major and Minor Ensemble	4	Major and Minor Ensemble	4
-	-	Recital†	0
Total	9	Total	9

**Codes: DJBT/DJBJ/DJGT/DJPN/DJPL/DJSX/DJTP/DJTB*

†Requirements for completing the Graduate Diploma in Performance.

Elective Course Menu of the Graduate Diploma in Performance program

MUBS 5001: Professional Skills for Musicians
MUBS 5002: Basic Marketing Principles in the Music Industry
MUBS 5004: Legal Aspects in the Music and Entertainment Industry
MUBS 5007: Copyright as a Commercial Tool in the Music Industry
MUBS 5008: Branding and Portfolio Development
MUBS 5009: Web Design for Musicians
MUBS 5010: Strategic Leadership in the Music Industry
TEMAxxxx: All Thematic Courses
IMPJAZZ: Introduction to Improvisation
ICJA: Introduction to Jazz Composition Techniques
Intermediate Instrumental Conducting
PVOC5001-5002: Vocal Pedagogy (voice only)

Master of Music in Music Education *(In Person and Online delivery)*

The objectives of the Master of Music in Music Education program are:

1. Prepare competent professionals in the area of music education who demonstrate leadership through developing educational programs that benefit Puerto Rican society.
2. Improve the practice of music teaching in the county's public and private schools through the development of an outstanding pedagogical-musical research program.
3. Provide the means for developing leaders in the field of music education who will contribute to the advancement of music programs that directly benefit a wide range of communities in Puerto Rico.
4. Develop a field of pedagogical-music research that looks after the curricular needs in the area of music artistry in public and private schools in the country.
5. Offer a cutting-edge graduate music and pedagogical-music research program in Puerto Rico and the Caribbean.

The program has 32 credit hours and is designed to be completed in four consecutive academic semesters by a student enrolled full-time. The maximum allotted time to complete all degree requirements is 12 academic semesters or six years.

Master of Music in Music Education (32 credits)

(In house and Online delivery)

FIRST YEAR FIRST SEMESTER (11 credits)	**Crs.**	**FIRST YEAR SECOND SEMESTER (11 credits)**	**Crs.**
MMED 7001 Philosophy and Psychology of Music Education	3	MMED 7004 CURRICULUM DEVELOPMENT	3
MMED 7002 RESEARCH IN MUSIC EDUCATION	3	MMED 7005 Teaching Music in Secondary School Seminar	3
MMED 7003 Teaching Music in Elementary School Seminar	3	TEMA 50XX Theory & Analysis*	3
MSEMEDU 1 Seminar on Current Trends in Music Education†	0	MSEMEDU 2 Seminar on Current Trends in Music Education†	0
Electives‡	2	Electives‡	2
Total	11	Total	11

SECOND YEAR FIRST SEMESTER (10 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (0 credits)**	**Crs.**
MMED 7006 Thesis Research Seminar (Thesis Proposal)	3	MMED 7007 Master's Thesis§	0
TEMA 50XX History and Analysis*	3	MSEMEDU 4 Seminar on Current Trends in Music Education†	0
MSEMEDU 3 Seminar on Current Trends in Music Education†	-	-	-
Electives‡	4	-	-
Total	10	Total	0

**Students may enroll in this course after passing the Theory and History diagnostic exams or the Theory and History remedial courses.*

†This course meets once a month and is a requirement in all semesters in which the student is enrolled.

‡Choose from a menu of instruments (performance), conducting, theory and analysis, history and analysis, and/or literature, writing, technology and music business.

§ Requirement for completing the master's degree. Students will remain enrolled in this course until they submit and pass the final exam. They will have up to the maximum allotted time to complete the degree to pass it.

All students who do not have two years of full-time professional experience as a classroom music teacher will be required to take a field study course (independent study) at one of the practice centers authorized by the Puerto Rico Conservatory of Music. The student will have authorization to use elective credits for this purpose.

Music Education Graduate Committee

This committee is made up of the Dean of Academic Affairs, the Academic Advisor of the Master of Music in Music Education Program, the Registrar, the Admissions Coordinator, and a member of the Graduate Program faculty. This committee will oversee everything that has to do with the Academic Regulations of the Master of Music in Music Education.

Master of Music in Performance

The objectives of the Master of Music in Performance program are:

1. Identify and develop the next generation of professional performers in Latin American orchestras and conservatories.
2. Provide advanced, high-quality instruction in the area of performance to have a professional career as a performer.
3. Develop the knowledge and ability to play an advanced instrumental and vocal repertoire.
4. Provide performance opportunities that integrate all musical, advanced techniques, or other learned skills.
5. Foster an environment of creativity, academics, and research.

The program is made up of 42 credit hours and is designed to be completed in four consecutive academic semesters by a student enrolled full-time. The maximum allotted time to complete all degree requirements is 12 academic semesters or six years.

Master of Music in Performance of: Violin, Viola, Cello, Double bass, Flute, Oboe, Clarinet, Bassoon, Saxophone, French Horn, Trumpet, Trombone, Tuba, Percussion (45 credits)

2025 Curriculum

FIRST YEAR FIRST SEMESTER (12 credits)	**Crs.**	**FIRST YEAR SECOND SEMESTER (10 credits)**	**Crs.**
MXXX 7001 Instrument and Seminar	5	MXXX 7002 Instrument and Seminar	5
BAND 5001/ORST 5001 Band or Orchestra	2	BAND 5002/ORST 5002 Band or Orchestra	2
TEMA 50XX Theory and Analysis*	3	TEMA 50XX History and Analysis*	3
BIMA 7001 Biography and Musical Materials	2	First Year Recital *§*	0
Total	**12**	**Total**	**10**

SECOND YEAR FIRST SEMESTER (13 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (10 credits)**	**Crs.**
MXXX 7003 Instrument and Seminar	5	MXXX 7004 Instrument and Seminar	5
BAND 5003/ORST 5003 Band or Orchestra	2	BAND 5004/ORST 5004 Band or Orchestra	2
MCAM Chamber Music	1	MCAM Chamber Music	1
MUBS7001 The Entrepreneurial Musician	3	Graduation Recital†	0
Electives‡	2	Comprehensive Exam†	0
		Electives‡	2
Total	13	Total	10

Students may enroll in this course after passing the theory and history diagnostic exams or the theory and history remedial courses. For the thematic courses in **theory and analysis, the course TEMA7001 Form and Advanced Analysis is required. If TOPIC 7001 is not available, choose a counterpoint course between TEMA5111, TEMA5133, TEMA5129.*
†Requirement to complete the master's degree.
‡ To choose from the menu of courses in management, theory and analysis, history and analysis, pedagogy, literature and research.

Master of Music in Voice Performance (42 credits)

2025 Curriculum

FIRST SEMESTER (11 credits)	**Crs.**	**SECOND SEMESTER (11 credits)**	**Crs.**
MCTO 7001 Voice and Seminar	5	MCTO 7002 Voice and Seminar	5
MOPR 7001 Opera Workshop	3	MOPR 7002 Opera Workshop	3
Diction in Practice*	1	TEMA5139 Historia de la Ópera π	3
BIMA 7001 Biography and Musical Materials	2	First Year Recital *§*	0
Total	**11**	**Total**	**11**

SECOND YEAR FIRST SEMESTER (11 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (9 credits)**	**Crs.**
MCTO 7003 Voice and Seminar	5	MCTO 7004 Voice and Seminar	5
TEMA 50XX‡ History and Analysis	3	MCAM5XXX Chamber Music	1
MUBS7001 The Entrepreneurial Musician	3	Graduation Recital‖	0
		Comprehensive Exam‖	0
		Electives§	5
Total	**11**	**Total**	**10**

** Students will be able to enroll in this course if they have passed the diagnostic exam of Diction.*
π Students may enroll in this course after passing the theory and history diagnostic exams or the theory and history remedial courses. If a student has taken the History of Opera course at the undergraduate level, he or she must select another thematic course in the category of history and analysis courses.
§ The duration of the recital at the discretion of the student's teacher. If chosen in a leading role in the annual production of the Opera Workshop, the student may choose to be evaluated based on the performance of the Opera Workshop, in substitution of the recital.
‡ To choose from the menu of courses with a code greater than 5000, theory and analysis, history and analysis, literature, research, vocal pedagogy and music business.
†Requirement to complete the master's degree

Master of Music in Piano Performance (39 credits)

2025 Curriculum

FIRST SEMESTER (12 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
MPNO 7001 Piano and Seminar	5	MPNO 7002 Piano and Seminar	5
PLAB7001 Advanced keyboard skills	1	PLAB7002 Advanced keyboard skills	1
TEMA50XX Theory and Analysis*	3	TEMA 50XX History and Analysis*	3
HIPT5001 History of Piano Technique	3	First Year Recital	0
Total	**12**	**Total**	**9**

SECOND YEAR FIRST SEMESTER (13/16 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (5/8 credits)**	**Crs.**
MPNO 7003 Piano and Seminar	5	MPNO 7004 Piano and Seminar	5
PLIN4001 Piano Literature‡	3	PLIN4002 Piano Literature‡	3
PCIP5001 Prácticas y costumbres en la interpretación	3	Graduation Recital†	0
BIMA Bibliography and Musical Materials	2	Comprehensive Exam†	0
MUBS7001 The Entrepreneurial Musician	3		
Total	**13/16**	**Total**	**5/8**

***Students may enroll in this course after passing the theory and history diagnostic exams or the theory and history remedial courses. Choose between TEMA7001, TEMA 5138, TEMA 5111, 5123, 5118, 5004.*

‡Requirement if you did not take the course at BM level

†Requirement to complete the master's degree.

Master of Music Guitar Performance (40 credits)

2025 Curriculum

FIRST SEMESTER (11 credits)	**Crs.**	**SECOND SEMESTER (9 credits)**	**Crs.**
MGTR 7001 Guitar and Seminar	5	MGTR 7002 Guitar and Seminar	5
MCAM 5001 Chamber Music	1	MCAM 5002 Chamber Music	1
TEMA 50XX* Theory and Analysis	3	TEMA 50XX* History and Analysis	3
BIMA 7001 Biography and Musical Materials	2	First Year Recital	0
Total	**11**	**Total**	**9**

SECOND YEAR FIRST SEMESTER (11 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (9 credits)**	**Crs.**
MGTR 7003 Guitar and Seminar	5	MGTR 7004 Guitar and Seminar	5
MCAM 5003 Chamber Music	1	MCAM 5003 Chamber Music	1
MUBS7001 The Entrepreneurial Musician	3	Graduation Recital‡	0
Electives†	2	Comprehensive Exam‡	0
-	-	Electives†	3
Total	**11**	**Total**	**9**

***Students may enroll in this course after passing the theory and history diagnostic exams or the theory and history remedial courses. For the thematic courses in theory and analysis, the course TEMA7001 Form and Advanced Analysis is required. If TEMA 7001 is not available, choose a counterpoint course between TEMA5111, TEMA5133, TEMA5129.*

†Requirement to complete the master's degree.

‡ To choose from the menu of courses in conducting, theory and analysis, history and analysis, music pedagogy, and/or literature.

Master of Music in Orchestra Conducting (42 credits)

FIRST SEMESTER (10 credits)	**Crs.**	**SECOND SEMESTER (12 credits)**	**Crs.**
MORQ7001 Orchestra Conducting	4	MORQ7002 Orchestra Conducting	4
MLTO7001 Symphonic Literature for Conductors	2	MLTO7002 Symphonic Literature for Conductors	2
MAUD7001 Advance Ear-Training and Score Reading for Conductors	1	MAUD7002 Advance Ear-Training and Score Reading for Conductors	1
ORST7001 Orchestra: Assistant Conductor	1	ORST7002 Orchestra: Assistant Conductor	1
BIMA 7001 Biography and Musical Materials	2	TEMA50XX History or Theory course*	3
Conducting performance	0	Conducting performance	0
		Electives‡	1
Total	10	Total	12

SECOND YEAR FIRST SEMESTER (13 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (7 credits)**	**Crs.**
MORQ7003 Orchestra Conducting	4	MORQ7004 Orchestra Conducting	4
MLTO7003 Symphonic Literature for Conductors	2	MLTO7004 Symphonic Literature for Conductors	2
ORST7003 Orchestra: Assistant Conductor	1	ORST7004 Orchestra: Assistant Conductor	1
TEMA50XX History or Theory course *	3	Conducting performance	0
Electives‡	3	Graduation Recital †	0
Conducting performance	0	Comprehensive Exam †	0
Total	13	Total	7

† Requirement for completing the master's degree.

† An oral comprehensive examination of approximately thirty (30) minutes in length with a committee of four (4) departmental faculty. This exam will take place during the final semester of study. Content and format of the exam is determined at the departmental level but will consist primarily of repertoire to be presented in the degree recital, though it can extend to other related areas as deemed appropriate.

** Courses will be chosen from available thematic courses in History and Theoretical Analysis (5000 level and higher). If the student chooses a class that is within the undergraduate curriculum, each class will carry an additional set of requirements for graduate students for completion of the course. These additional requirements will be outlined in the syllabus by the professor for each course in question.*

‡ Selected from other graduate and undergraduate courses in history or analysis, literature, pedagogy, accompanying, as well as additional ensembles or instrumental study (graduate and undergraduate classification – course must be 5000 level and higher). These electives will be selected under the advisement of the student's major professor. Courses are subject to approval by the Deanship of Student and Academic Affairs.

Master of Music in Choral Conducting (42 credits)

FIRST SEMESTER (10 credits)	**Crs.**	**SECOND SEMESTER (12 credits)**	**Crs.**
MCOR7001 Choral Conducting	4	MCOR7002 Choral Conducting	4
MLTC7001 Choral Literature for Conductors	2	MLTC7002 Choral Literature for Conductors	2
MAUD7001 Advance Ear-Training and Score Reading for Conductors	1	MAUD7002 Advance Ear-Training and Score Reading for Conductors	1
CORO7001 Choir: Assistant Conductor	1	CORO7002 Choir: Assistant Conductor	1
MBIBXXXX Music Bibliography and Materials *	2	TEMA50XX History or Theory course*	3
Conducting performance	0	Conducting performance	0
		Electives‡	1
Total	10	Total	12

SECOND YEAR FIRST SEMESTER (13 credits)	**Crs.**	**SECOND YEAR SECOND SEMESTER (7 credits)**	**Crs.**
MCOR7003 Choral Conducting	4	MCOR7004 Choral Conducting	4
MLTC7003 Choral Literature for Conductors	2	MLTC7004 Choral Literature for Conductors	2
CORO7003 Choir: Assistant Conductor	1	CORO7004 Choir: Assistant Conductor	1
TEMA50XX History or Theory course*	3	Conducting performance	0
Electives‡	3	Graduation Recital†	0
Conducting performance	0	Comprehensive Exam †	0
Total	13	Total	7

† Requirement for completing the master's degree.

† An oral comprehensive examination of approximately thirty (30) minutes in length with a committee of four (4) departmental faculty. This exam will take place during the final semester of study. Content and format of the exam is determined at the departmental level but will consist primarily of repertoire to be presented in the degree recital, though it can extend to other related areas as deemed appropriate.

** Courses will be chosen from available thematic courses in History and Theoretical Analysis (5000 level and higher). If the student chooses a class that is within the undergraduate curriculum, each class will carry an additional set of requirements for graduate students for completion of the course. These additional requirements will be outlined in the syllabus by the professor for each course in question.*

‡ Selected from other graduate and undergraduate courses in history or analysis, literature, pedagogy, accompanying, as well as additional ensembles or instrumental study (graduate and undergraduate classification – course must be 5000 level and higher). These electives will be selected under the advisement of the student's major professor. Courses are subject to approval by the Deanship of Student and Academic Affairs.

Graduate Level Ensemble Requirements

Graduate Diploma in Instrument and Voice Performance

Harp, Strings, Woodwinds, and Percussion

Students are required to take two semesters of major ensembles (Orchestra or Band). Students are placed in the ensembles based on an audition at the beginning of each year. Students will also take two semesters of minor ensemble and two semesters of chamber music simultaneously. String students may substitute two semesters of chamber music for the two-semester minor ensemble requirement.

Voice

Students are required to take two semesters of Introduction to Opera Performance (DOPR 5101-5102). Students can substitute this course for two semesters of Opera Workshop (DOPR 5001-5002) if the student is selected by audition.

Guitar

Students are required to take two semesters of chamber music and two semesters of guitar ensemble simultaneously. The student may take four credits of chamber music or other available elective courses to complete the four additional course credits in the program.

Jazz and Caribbean Music

Taking four credits per semester of major or minor ensemble is a requirement for a total of eight credits required by the program of study.

Piano

Students are required to take two semesters of chamber music and two semesters of music for two pianos/four hands simultaneously. To complete the two additional course credits in the program, the student may take two credits of chamber music or other available elective courses.

Master of Music in Performance

Harp, Strings, Woodwinds, and Percussion

Students are required to take four semesters of major ensembles (Orchestra or Band). Students are placed in the ensembles based on an audition at the

beginning of each year. They must also take three semesters of chamber music.

Voice

Students are required to take two semesters of Introduction to Opera Performance (DOPR 5101-5102). Students can substitute this course for two semesters of Opera Workshop (DOPR 5001-5002) if the student is selected by audition.

Guitar

Students are required to take four semesters of chamber music.

Piano

Students are required to take four semesters of chamber music.

Master of Music in Orchestra Conducting

Students are required to take four semesters of choir.

Master of Music in Choral Conducting

Students are required to take four semesters of orchestra.

Other Programs of Study

Teacher Certification Program

This program meets the professional needs of graduates who wish to be certified to work as teachers in the Puerto Rico Department of Education. The curriculum consists of courses in the areas of education, history, technology, and teaching gifted children, as well as the Teaching Practicum. This program consists of 39 credits and the time needed to complete it is approximately five semesters.

The Puerto Rico Conservatory of Music's Teacher Certification Program courses are the following:

Código	Curso	Cr.
EDUR 3121	Psychology of Learning	3
EDUR 3122	Philosophical and Social Foundations of Education	3
EDUR 3103	General teaching methods	3
EDUR 3104	Nature and Needs of the Exceptional Child	3
EDUR 4108	Exceptional Student Education in the Regular Room	3
EDUR 3105	Technology in the Music Classroom	3
EDUR 4103	Teaching Music in Elementary School	3
EDUR 4106 EDUR 4107	Choral music in high school or Instrumental Music in High School	3
HIST 4065	History of Puerto Rico	3
HIST 4067	History of the United States	3
EDUR 4203	Teaching practice	9
	TOTAL	**39**

Continuing Education Program

Applicable courses for this program will be courses that did not exist at the time the student graduated from their bachelor's degree, technology courses, elective courses from the different bachelor's degrees, recently created courses, and those that may be created in the future as part of the institution's curricular revision process. Admission to these courses will depend on the existing capacity. All students of the Continuing Education Program must have gone through the due admission process for each of the courses they apply to as stipulated in the *Continuing Education Program* section of the *Student Admission* part of this catalog.

The courses offered as part of the Continuing Education Program are:

ALEXTECH	Alexander Technique
ESPA 3112	Style and Composition
ESPA 3121	Introduction to Literary Genres
FCHN 3001-3002	French 101-102
GRMN 3001-3302	German 101-102
ITLN 3001-3002	Italian 101-102
HIST 3021-3022	HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN
HIST 3211-3212	Development of Western Music
HIST 3041-3042	HISTORY OF OPERA
HIST 4001-4002	Caribbean Popular Music History
HIST 3051-3052	History of Art
INGL 3011	Conversational English
INGL 3121	Introduction to English Literature
MUBS 3001	Professional Skills for Musicians
MUBS 3002	Basic Marketing Principles for the Music Industry
EDUFORUM	Music Education Forum
EDUN 5001	Preparatory Course for Cooperating Teachers
BOMB3001/5001	Teaching our Music: La Bomba
CMUS5005	Digital video production and editing
MCDJ5001	Body movement and introduction to dance and Jazz
PTEC3001	Introduction to Piano Technology and Maintenance
WCREATIV	Practical Creativity Workshop
ARTS 3121	Expressive Reading: The Art of Oral Communication
CINE3001	Documentary Cinema and historiography of Puerto Rico and the Americas
FILO 3001	Introduction to Western Philosophy
MUBS3004	Legal Aspects in the Music and Entertainment Industry
MUBS3007	Copyright as a Business Tool in the Music Industry
TAICHI	Tai Chi
QUIGO3001	Quigong for Health
TLIT	Experimental Literary Creation Workshop
YOGA	Yoga
TEMA5XXX	All thematic courses available
PVOC 5001-5002	Vocal Pedagogy
TEAN3003-3004	Performance for Singers
CMUF3001	Computerized Musical Notation

CDTG4003	Instrumental Conducting
CLIT4001	Choral Conducting and Literature
DLIT4001	Conducting and Instrumental Literature
PTEA3011-3012	Piano for Teachers
TMUS4102	Arrangement
ARMO3021-3022	Jazz Harmony
ICJA3001	Introduction to Jazz Composition Techniques
IMPJAZZ1-2	Introduction to Jazz Improvisation
HIST3031-3032	History of Jazz
HITP3001	History of Piano Technique
PLIN4001-4002	Piano Literature
PPED4001	Piano Pedagogy
GLIT4001-4002	Guitar Literature

Courses taken in this program will receive grades of *Pass (&P)* or *Fail (NP)* with the following exceptions which will be graded according to the current PRCM grading system based on a 0.00–4.00-point scale:

EDUR 3121	Psychology of Learning
EDUR 3122	Philosophical and Social Foundations of Education
EDUR 3103	General Teaching Methods
EDUR 3105	Technology in Music Class

Music Business Certification

The Professional Certification in the Music Business is tailored for musicians, artist managers, publishers, and music industry professionals seeking to deepen their expertise, as well as individuals intrigued by the creative industries. This comprehensive program equips students with insights into diverse career paths within the music industry, encompassing creation, production, manufacturing, and sales processes. Participants will delve into the intricacies of music industry marketing, acquiring essential skills for fostering a sustainable promotional career. Moreover, the certification furnishes a profound understanding of legal frameworks within the music and entertainment realms, empowering students to navigate key contracts and pertinent laws. Topics include copyright's pivotal role in the music industry, covering laws, intellectual property nuances, work registration and licensing, case interpretation, and copyright defense strategies.

Music Business Certification Total (11 credits)	

First Semester (5 créditos)	**1 Sem.**	**Second Semester (6 créditos)**	**2 Sem.**
CMUB3001 Professional Skills for Musicians	2	**CMUB3003** *Fundamentals of Marketing in the Music Industry*	3
CMUB3002 *Copyright as a Commercial Tool in the Music Industry*	3	**CMUB3004** *Legal Aspects in the Music and Entertainment Industry*	3
TOTAL	**5**	**TOTAL**	**6**

Areas of Emphasis

The area of study with emphasis on instrumental or vocal performance is an academic credit offering available to undergraduate students from all majors at the Conservatorio de Música de Puerto Rico. The curriculum entails rigorous technical and musical training in the chosen emphasis area. Students will demonstrate understanding, development, and mastery of both technique and interpretation of their instrument or voice through in-depth study of works from various styles and composers, in their individual classes and as members of an ensemble. The program spans four (4) semesters and encompasses a total curriculum of 18 to 22 credits. Throughout their educational journey, students must participate in jury exams and engage in at least two (2) concerts within a period of four (4) semesters.

Active students can add an area of emphasis in their third year of study after undergoing an audition and admission selection process.

Available Areas of Emphasis:

- Voice
- Classical Guitar
- Orchestral Instruments
- Jazz and Caribbean Music Instruments

Areas of Emphasis (18-20 credits)

Instruments (classical studies): *violin, viola, cello, contrabass, harp, flute, oboe, clarinet, fagot, saxophone, trumpet, trombone, french horn, tuba and percussion.*

First Year	1 Sem	2 Sem	Second Year	1 Sem	2 Sem
INSTRUMENTO3101-3102/SEMINARIO 1-2	4	4	INSTRUMENTO3111-3112/SEMINARIO 1-2	4	4
Instrument and Seminar			*Instrument and Seminar*		
			BAND3101-3102 / ORST3121-3122	2	2
			*Major or Minor ensemble**		
TOTAL	4	4	TOTAL	6	6

Area of Emphasis in Voice (22 credits)

First Year	1 Sem	2 Sem	Second Year	1 Sem	2 Sem
CTON3101-3102 / SEMINAR 1-2	4	4	CTON3111-3112 /SEMINAR 3-4	4	4
Voice and Seminar			*Voice and Seminar*		
OPER4101-4102	2	2	DICT3001-3002	1	1
Introduction to Opera Performance			*Diction*		
TOTAL	6	6	TOTAL	5	5

Area of Emphasis in Guitar (18 credits)

First Year	1 Sem	2 Sem	Second Year	1 Sem	2 Sem
GTRN3101-3102/SEMINARIO 1-2	4	4	GTRN3111-3112/SEMINARIO 1-2	4	4
Instrument and Seminar			*Instrument and Seminar*		
			CGIT3001-3002 / MCAM3061-3062	1	1
			*Minor ensemble or Chamber music**		
TOTAL	4	4	TOTAL	5	5

Areas of Emphasis in Jazz Instruments (20 credits)

Instruments: *saxophone, trumpet, trombone, voice, drums, latin percussion, Puerto Rican cuatro, guitar, bass and piano*

First Year	1 Sem	2 Sem	Second Year	1 Sem	2 Sem
JAZZ INSTRUMENTO3101-3102/SEMINARIO 1-2 JAZZ CANTO 3101-3102/SEMINARIO 1-2	4	4	JAZZ INSTRUMENTO3111-3112/SEMINARIO 1-2 JAZZ CANTO 3111-3112/SEMINARIO 1-2	4	4
Instrument/Voice, Seminar and Forum			*Instrument/Voice, Seminar and Forum*		
Minor ensemble or Combo	1	1	Minor ensemble or Combo	1	1
TOTAL	5	5	TOTAL	5	5

Equivalence in Music Therapy

The Equivalence in Music Therapy of the Conservatory of Music of Puerto Rico aims to promote the development of music and clinical skills for the use of music as a therapeutic tool. Music therapy is a growing field in which therapists can work in various settings, including hospitals, mental institutions, special education programs, nursing homes, and private practice. This study program is designed for students who want to dedicate their professional lives to using music as a tool for achieving non-musical goals with different populations. It will prepare qualified music therapists by providing student music training, clinical training, real-world practice experiences, and a 1,200-hour internship, with an emphasis on applying evidence-based practice. Professionals with degrees in music or fields other than music therapy may choose to apply to this program.

Study Plan

First Year (23 credits)	1 Sem.	2 Sem.	Second Year (18 credits)	1 Sem.	2 Sem.
MUTP3001 *Foundation and Principals of Music Therapy*	3	-	**MUTP3003** *Methods and Techniques in Music Therapy: Children and Adolescents*	2	-
MUTP3002 *Methods and Techniques in Music Therapy*	-	3	**MUTP3004** *Methods and Techniques in Music Therapy: Adults*	-	2
PSIC3101 *Human Development through Life*	3	-	**EDUR3104** *Nature and Needs of the Exceptional Child*	3	-
PSIC3001 *Introduction to Psychology*	-	3	**MUTP4002** *Psychology of Music*	-	3
SEMMTP 1-2 *Music Therapy Seminar*	0	0	**SEMMTP 3-4** *Music Therapy Seminar*	0	0
PSIC4002 *Abnormal Psychology*	3	-	**MUTP4001** *Influence of Music and Behavior*	-	3
ANAT3001 *Anatomy and Physiology*	-	3	**PSIC4001** *Medicine Mind/Body and Health*	3	-
PSIC4003 *Counseling Techniques for Groups and Individuals*	3	-	**MUTP4005** *Practicum 3*	1	-
MUTP4003 *Practicum 1*	1	-	**MUTP4006** *Practicum 4*	-	1
MUTP4004 *Practicum 2*	-	1			
TOTAL	**13**	**10**	**TOTAL**	**9**	**9**

Third Year (0 credits)	1 Sem.	2 Sem.
MUTP4007-4008 *Music Therapy Internship*	0	0

COURSE DESCRIPTION

Voice

CANT 2001-2002
REMEDIAL/PREPARATORY VOICE
(Prerequisites: Admission to the Bachelor of Music in Vocal Performance at the remedial level) (Prerequisite course, 1 hour per week, individual, 2 semesters, 0 credits)

A remedial course lasting a maximum of two semesters in which students work on basic vocal skills and the repertoire needed to prepare them for entry into the first-year level of Voice. Seminar (SEMIPREP) is required and an essential part of the course.

CANT 3001-3012
COMPLEMENTARY VOICE
(Prerequisites: Enrollment in SOLF3001) (Elective, ½ hour per week, individual, 1 credit)

Individualized vocal instruction to develop basic performance skills, technique, use, and management of the voice. Knowledge of basic methods for teaching the fundamentals of vocal technique.

CANT 5001-5002
COMPLEMENTARY VOICE
(Graduate-level elective course, ½ hour per week, individual, 1 credit)

Individualized vocal instruction to develop basic performance skills, technique, use, and management of the voice. Knowledge of basic methods for teaching the fundamentals of vocal technique.

CANT 5011-5012
COMPLEMENTARY VOICE
(Graduate-level elective course, 1 hour per week, individual, 2 credits)

Individualized vocal instruction to develop basic performance skills, technique, use, and management of the voice. Knowledge of basic methods for teaching the fundamentals of vocal technique.

CTON 3101-4112
VOICE
(Prerequisites: Admission to the Bachelor of Music in Vocal Performance at the first-year level) (Required course, 8 semesters, 1 hour per week, individual, 4 credits per semester)

Individualized voice training. Study of the techniques and interpretation of each level's required vocal repertoire. The voice seminar (SEMINAR1-SEMINAR8) is an integral part and course requirement for Voice majors.

CTON 4401-4402
POST-FOURTH-YEAR VOICE
(Prerequisites: Passing grade in CTON 4112 and the graduation recital) (Optional course not required, 1 hour per week, individual, 0 credit)

Individual Voice class to expand and perfect the repertoire, for students who completed and passed their CTNO4112 course and the graduation recital. The course repertoire will be determined by the professor and the student jointly.

DCTO 6001-6002
VOICE DIPLOMA
(Prerequisites: Admission to the Graduate Diploma in Performance by audition) (Required course, 2 semesters, 1 hour per week, individual, 5 credits per semester)

Individualized voice training with the goal of improving the technique that will make high-level vocal and interpretative performance possible. The focus will be on broadening the students' repertoire to prepare them for graduate-level auditions and strengthen vocal skills, which may lead to participation in competitions or employment. Voice Seminar (SEMIDIP1-SEMIDIP2) is an integral part and requirement of the course.

DICT 3001-3002
DICTION
(Prerequisites: CTON3112) (Course requirement, 2 hours per week, group, 1 credit)

This diction course is designed for studying the International Phonetic Alphabet (IPA). The student works with the phonetics and representation of a language's sounds in alphabetic writing symbols. Course work includes studying pronunciation and enunciation in Italian, French, and German. This course will

help students become self-sufficient in learning to pronounce in Italian, French, and German.

DICT 3003-3004
DICTION IN PRACTICE
(Requisites: DICT 3002) (Music elective course, 2 hours per week, group, 1 credit)

This course is designed as a practical continuation of the required Diction for Vocalists course. An elective where students will review the International Phonetic Alphabet through song.

FCHN 3001-3002
FRENCH 101-102
(Required course for voice majors, general elective course for other majors, 4 hours per week, group, 2 credits)

Basic French language course for students of the Bachelor of Music in Vocal Performance. Teaches general knowledge of Italian phonetics, vocabulary, grammar, and spelling.

GRMN 3001-3002
GERMAN 101-102
(Required course for voice majors, general elective course for other majors, 4 hours per week, group, 2 credits)

Basic German language course for students of the Bachelor of Music in Vocal Performance. Teaches general knowledge of German phonetics, vocabulary, grammar, and spelling.

ITLN 3001-3002
ITALIAN 101-102
(Required course for voice majors, general elective course for other majors, 4 hours per week, group, 2 credits)

Basic Italian language course for students of the Bachelor of Music in Vocal Performance. Teaches general knowledge of Italian phonetics, vocabulary, grammar, and spelling.

LCAA 5001
GERMAN ART SONG LITERATURE
(Music elective course, 3 hours per week, group, 3 credits)

A study of the Lied or German art song literary tradition, in its relationship with the lyrical poetry and framed within its historical development and social context, as well as in its dialogue with other musical forms. The course focuses on the genre's aesthetic basis and expressive possibilities, mainly with instrumental and orchestral accompaniment, and the "song without words" method.

MCTO 7001-7004
GRADUATE-LEVEL VOICE
(Prerequisites: Admission to the Master of Music in Vocal Performance by audition) (Required course, 4 semesters, 1 hour per week, individual, 5 credits per semester)

Individualized voice training with the goal of improving the technique that will make high-level vocal and interpretative performance possible. The focus will be on broadening the students' repertoire to prepare them for graduate-level auditions and strengthen vocal skills, which may lead to participation in competitions or employment. The Voice Seminar (SEMIMAS1-SEMIMAS4) is a requirement and an integral part of the course.

OPER 4001-4002/DOPR 5001-5002/MOPR 7001-7002
OPERA WORKSHOP
(Prerequisite: CTON 3112) (Requires audition) (The opera workshop director and the director of the Voice Department may request exceptions to the prerequisite, with the approval of the Dean of Academic Affairs and the student's voice professor. We recommend completing DICT3002 and TEAN 3004 first) (Required course, 6 hours per week, group, 3 credits per semester).

The Opera Workshop is a course specializing in training students of the Bachelor of Music in Vocal Performance in the art of opera production. Each year, the course presents a varied program that includes different scenes, acts from different operas, and it also stages complete operas. These presentations are made in collaboration with the Conservatory Symphony Orchestra.

OPER 4101-4102/DOPR 5101-5102/MOPR 5101-5102
INTRODUCTION TO OPERA PERFORMANCE
(Prerequisites: be enrolled at least in the second year of singing of the undergraduate program) (Elective course, 2 hours per week, group, 2 credits per semester)

The student will become familiar with the opera repertoire, both arias and ensembles. Students will learn basic stage techniques based on the character, period, and composer. They will also study vocal improvisation, very similar to an acting class with the difference being that it will be sung.

PVOC 5001
VOCAL PEDAGOGY
(Prerequisites: CTON4102) (2 hours per week, group, 2 credits)

A theoretical course designed to provide the basic principles and processes for training a vocal student as a future teacher in their discipline. This course applies the knowledge of the science of song to the art of teaching voice. Students also learn about analyzing vocal problems and evaluating the latest teaching methods and materials.

PVOC 5002
VOCAL PEDAGOGY
(Prerequisites: PVOC5001) (2 hours per week, group, 2 credits)

A practical course where students will apply what they learned in the theory course. The student will use the workshop to practice teaching, with all the responsibilities that this entails, thus acquiring invaluable experience that they will use in the future. Guided by the professor, the student will oversee the vocal teaching process of the students under their tutelage, thus developing their teaching skills. This will allow them to apply the musical and technical knowledge learned during the first part of this course and throughout their years of academic and musical study.

SEMIDIP 1-SEMIDIP 2
VOICE SEMINAR DIPLOMA
(Required course of the individual Voice class, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. The purpose of this course is to develop the students'

technique and vocal performance, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to Voice classes.

SEMINAR 1-SEMINAR 8
VOICE SEMINAR
(Required course of the individual Voice class, 2 hours per week, group, 0 credits)

Weekly forum that is part of the Voice class where students work on various pieces with their professor and perform them before their peers studying under other professors and sometimes from the department. The purpose of this course is to help students improve their technique and performance, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to instrument classes.

SEMIMAS 1-SEMIMAS 4
GRADUATE-LEVEL VOICE SEMINAR
(Required course of the individual Voice class, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. The purpose of this course is to develop the students' technique and vocal performance, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to Voice classes.

SEMIPREP
REMEDIAL/PREPARATORY SEMINAR
(Requirement of the Remedial/Preparatory Voice individual course, 2 hours per week, group, 0 credits per semester)

Voice Seminar for students admitted to the remedial /preparatory level. It is an integral part and requirement of the Remedial/Preparatory Voice course.
TEAN 3003-3004
PERFORMANCE FOR VOCALISTS
(Prerequisites: None) (Prerequisite course, 3 hours per week, group, 1 credit per semester)

Basic acting techniques; exploration of the senses and emotions; amplification and projection of gestures. Script analysis; improvisations.

TEAT 4001-4002/TEAT 5001-5002
MUSICAL THEATER WORKSHOP
(Prerequisites: Passing grade in CTON 3102) (Music elective course, 2 hours per week, group, 2 credits)

A one-year elective course that will provide vocal students an additional exploration to the scenic Musical form, such as operetta, zarzuela, and other light genres.

VLIT 4001-4002
VOCAL LITERATURE
(Prerequisites: CTON 3112, TMUS 3012) (Prerequisite course, 2 hours per week, group, 2 credits)

Study of the vocal repertoire and its style, the poetic text, and the technique needed to perform. Analysis and discussion of the vocal section and instrumental part of songs. Students learn how make research papers and program planning.

Composition

CMUF 3001 or CMUS 3001
COMPUTERIZED MUSICAL NOTATION
(Prerequisite course for Composition majors, elective music course for other majors) (2 hours per week, group, 2 credits)

Laboratory course where students learn to write music using electronic media and specialized computer programs such as Finale (CMUF 3001) and Sibelius (CMUS 3001).

CMUS 3003
DIGITAL RECORDING TECHNIQUES (MIDI/AUDIO)
(Prerequisite course for Composition majors, elective music course for other majors) (2 hours per week, group, 2 credits)

Provide students the experience of recording and editing sound-musical information with a computer using MIDI (Musical Instrument Digital Interface) and PCM (Pulse Code Modulation/real audio) formats.

CNPT 3001-3002
TONAL COUNTERPOINT
(Prerequisites: Admission to the Composition major, TMUS 3012) (Prerequisite course, 3 hours/week, group, 3 credits)

This practical course focuses on the systematic development of the art of counterpoint from a tonal framework. The course introduces aspects inherent to composition techniques trough continuous counterpoint writing exercises and by listening to and analyzing period pieces (with special attention to the work of J. S. Bach). The course explores the harmonic implications of textures for two voices, choral conducting, the treatment of dissonances, melodic structures, and aspects of harmonic organization and imitation.

COMC 3001-3012
COMPLEMENTARY COMPOSITION
(Prerequisites: ICOM 3002) (Music elective course, ½ hour per week, individual, 1 credit)

An introduction to the basics of composition: melody, harmonic content, rhythm, and forms. Students will develop a portfolio of original compositions in various forms and styles. They will present selected compositions from their portfolio in a student concert. The course also introduces basic problems in composition through a series of simple exercises. Students will also prepare a manuscript and a computerized musical notation.

COMC 5001-5002
COMPLEMENTARY COMPOSITION
(Graduate-level elective course, ½ hour per week, individual, 1 credit)

An introduction to the basics of composition: melody, harmonic content, rhythm, and forms. Students will develop a portfolio of original compositions in various forms and styles. They will present selected compositions from their portfolio in a student concert. The course also introduces basic problems in composition through a series of simple exercises. Students will also prepare a manuscript and a computerized musical notation.

COMC 5011-5012
COMPLEMENTARY COMPOSITION
(Graduate-level elective course, 1 hour per week, individual, 2 credits)

An introduction to the basics of composition: melody, harmonic content, rhythm, and forms. Students will develop a portfolio of original compositions in various forms and styles. They will present selected compositions from their portfolio in a student concert. The course also introduces basic problems in composition through a series of simple exercises. Students will also prepare a manuscript and a computerized musical notation.

COMN 3101-4112
COMPOSITION
(Prerequisites: Admission to the Bachelor of Music in Composition) (Prerequisite course, 8 semesters, 1 hour per week, individual, 4 credits per semester)

Students will study composition techniques and the development of compositions in different skills and media.

COMP 2001-2002
PREPARATORY/REMEDIAL COMPOSITION
(Prerequisites: Admission to the Bachelor of Music in Composition at the remedial level) (Prerequisite course, 2 semesters, 1 hour per week, individual, 0 credits)

A one-year remedial course in which students work on basic skills in the Composition major, with the objective of preparing them to enter the first year of the bachelor's degree.

FOROCOM 1-FOROCOM 8
COMPOSITION FORUM
(Prerequisites: Admission to the Composition major) (Prerequisite course, 1 hour per week, group, 0 credits)

A complementary and integral part of the seminar and composition class. Weekly departmental meeting to help students in their professional development as composers and musicians, encourage their creativity and enrich other technical, pedagogical, artistic, and intellectual aspects of their studies. All faculty members of the Composition major and its student body must participate in the weekly forums.

FORCOMP 1-FORCOMP 2
PREPARATORY COMPOSITION FORUM
(Prerequisites: Admission to the Composition major) (Prerequisite course, 1 hour per week, group, 0 credits)

A complementary and integral part of the seminar and composition class. Weekly departmental meeting to help students in their professional development as composers and musicians, encourage their creativity and enrich other technical, pedagogical, artistic, and intellectual aspects of their studies. All faculty members of the Composition major and its student body must participate in the weekly forums.

ICOM 3001-3002
INTRODUCTION TO COMPOSITION
(Prerequisites: SOLF 3002, TMUS 3002) (Elective music course, 2 hours per week, group, 2 credits)

Study of different composition techniques using past and present models in order to help students understand the techniques involved in the creative process. The course also studies instrument ranges, transposition, and timbre.

OSTN 3001-3002
ORCHESTRATION
(Prerequisites: SOLF3002, TMUS3002) (Prerequisite course for Composition majors, music elective course for other majors, 3 hours per week, group, 3 credits)

Studies the behavior, relationship, and interaction of orchestral instruments.

PNON 4021-4022
PIANO FOR COMPOSERS
(Prerequisites: PLAB3012) (Prerequisite course, ½ hour per week, individual, 1 credit)

Piano course for composers. The course covers topics such as reading clefs, score reading, transposition, improvisation, and sight reading.
SEMCOMP 1-SEMCOMP 8
COMPOSITION SEMINAR
(Prerequisites: Admission to the Composition major) (Prerequisite course, 1 hour per week, group, 0 credits)

Group course that complements the individual and composition forum for students majoring in composition.

SECOMPR 1-SECOMPR 2
PREPARATORY COMPOSITION SEMINAR
(Prerequisites: Admission to the Composition major) (Prerequisite course, 1 hour per week, group, 0 credits)

Group course that complements the individual and composition forum for students majoring in composition.

Major Ensembles

BAND 3101-4101/BAND 5001-5012
CONCERT BAND
(Audition required) (Required course, 6 hours per week, group, 2 credits)

Wind instruments and percussion students of different levels may participate in this group. Its main objective is to offer students the opportunity to gain experience and develop as instrumentalists in this type of group. The band includes both original works and transcriptions of the great masters in its repertoire.

CJBD 3001-3008/CJBD 5001-5002
CONCERT JAZZ BAND
(Audition required) (4 hours per week, group, 2 credits per semester)

Group where students are exposed to the "Big Band" repertoire, with an emphasis on an eclectic selection that cultivates both the traditional and contemporary, through different musical styles and cultures. Includes improvisation practice, sight reading, and section work, and serves as a lab for young arrangers and composers who wish to present their work.

CHOIR 3111-4114
CHOIR
(Audition required) (Required course, 6 hours per week, group, 2 credits)

Group that specializes in the study of choral literature from the Middle Ages to the present.

CORO 5001-5003
CONCERT CHOIR
(Audition required) (4 hours per week, group, 2 credits per semester)

Choral ensemble that will perform a select repertoire of advanced-level sacred and secular works, from all periods of musical history. Its members are chosen through a rigorous audition process. This process is open to all students from the Conservatory's different departments. Further, the ensemble offers students the opportunity to continue developing their musical skills and knowledge through rehearsals and concert and event performances. It will meet for four hours a week during the academic year. It will present a grand semi-annual or annual concert in collaboration with other choral or instrumental ensembles on campus. It will be the touring choir and will represent the Conservatory of Music in national and international venues.

ORST 3121-4401/ORST 5001-5004
CONSERVATORY SYMPHONY ORCHESTRA
(Audition required) (Required course, 6 hours per week, group, 2 credits)

The Conservatory Orchestra is the institutional ensemble with the largest number of members and provides an intense experience of rehearsals and interpretation of orchestral literature of all styles. Participation in this ensemble is required for every undergraduate student that plays orchestral instruments and is pursuing a degree in Performance. During the academic year, the Orchestra performs several complete concerts in the Jesús María Sanromá Hall, which include the accompaniment to the winning soloist of the Interdepartmental Competition, and also collaborates in the performance of all of the Opera Workshop's productions.

Minor Ensembles and Chamber Music*

BRAS 3011-3014/BRAS 5001-5002
BRASS ENSEMBLE
(Elective music course, 2 hours per week, group, 1 credit)

Training in chamber music skills such as tuning, articulation, melodic direction, musical memory and interpretive maturity, and others, through the study of the repertoire for brass quintet.

CCAM 3111-3114
CHAMBER CHOIR
(Audition required) (Elective music course, 2 hours per week, group, 1 credit)

This group is composed of a select group of voices that work on the preparation and performance of choral music from the eleventh century to the present.

CGIT 3001-3004/CGIT 5001-5004
GUITAR ENSEMBLE
(Elective music course, 2 hours per week, group, 1 credit)

In this course, guitar students interpret original works and transcriptions for ensembles of three or more guitars.

CJMNBEL1-CJMNBEL2
HANDBELL CHOIR
(Elective music course, 2 hours per week, group, 1 credit)

Minor ensemble aimed at handbell performance. Study of original repertoire and arrangements for the handbell choir, performance techniques, and interpretation and sight reading. Includes aspects of equipment assembly, care, and maintenance.

CJMNFLT1-CJMNFLT4
FLUTE ENSEMBLE
(Prerequisites: Enrollment in FLTN3101 or FLTR3083) (Elective music course, 2 hours per week, group, 1 credit)

Elective course designed for flute students who wish to gain experience in minor ensemble and familiarize themselves with the different members of the transverse flute family. Students have the opportunity to work on a repertoire that ranges from the classical to the modern. They also work on skills such as sight reading, tuning, ensemble work, and interpretation.

CJMN 3061-3062
LATIN AMERICAN MUSIC ENSEMBLE
(Prerequisites: Passing grade in instrument 3102 or 3082) (Elective music course, 2 hours per week, group, 1 credit)

Group where students are exposed to the different genres and styles of Latin American music. They also work on skills such as sight reading, tuning, ensemble work and interpretation.

CJPE 3001-3004/CJPE 5001-5004
PERCUSSION ENSEMBLE
(Prerequisites: PERC3002) (Elective music course, 2 hours per week, group, 1 credit)

The members of the percussion ensemble study ensemble performance techniques via pieces written specifically for this type of group. Exposure to musical styles from different eras, traditional percussion music, and contemporary music. Particular focus on melodic percussion instruments.

CSAX 3021-3024/CSAX 5001-5004
SAXOPHONE ENSEMBLE
(Elective music course, 2 hours per week, group, 1 credit)

In this course, saxophone students interpret original works and transcriptions for ensembles of three or more saxophones.

CPNO 3031-3034
MUSIC FOR TWO PIANOS/FOUR HANDS
(Prerequisites: Enrollment in PNON 3101, LPRI 3001) (course required, 1 hour per week, group, 1 credit)

Study of the literature written for two pianos and four hands.

CJMA 3061
ANCIENT MUSIC ENSEMBLE
(Prerequisites: have completed the 2nd year of instrument or voice and have been selected by audition) (Required course, 2 hours per week, group, 1 credit)

Chamber ensemble open to students of all specialties. The purpose of the course is the study, listening and interpretation of the works of the Renaissance and Baroque repertoire. The musical direction of the ensembles is in charge of distinguished members of the faculty of the Conservatory. The ensemble will be formed during the first week of classes by audition. No previous repertoire experience is required. Eligible Instrumentation: Piano (Harpsichord), Guitar (or Lute), Violin, Viola, Cello, Double Bass, Flute, Oboe, Bassoon, Light Percussion (tambourine and tambourine, drums, rattles), and voice.

MCAM 3061-4065/MCAM 5001-5005
CHAMBER MUSIC
(Prerequisites: Passing grade in instrument 3102 or 3082) (Elective music course, 2 hours per week, group, 1 credit)

Study, preparation, and performance of chamber music repertoire works for ensembles of 3-7 instruments. The course aims to facilitate the performance of this music, to integrate all the theoretical, technical, artistic and ensemble work aspects in the comprehensive training process of the music student.

** In specific circumstances, due to instrumentation needs or based on merit, 1st- and 2nd-year students may enroll in the chamber music course, so long as they have a written recommendation from their instrument professor and authorization from the Dean of Academic Affairs.*

Minor Ensembles and Jazz and Caribbean Music Combos*

ACJE 3001-3004
AFRO-CARIBBEAN JAZZ ENSEMBLE
(Audition required)
(6 hours per week, group instruction, 2 credits)

Ensemble designed to expose students to various Afro-Caribbean genres. It also serves as a platform for practicing improvisation, sight-reading, ensemble work, and as a laboratory for emerging arrangers and composers to present their works. Placement is subject to audition.

JBATENS1-4
JAZZ DRUMMING ENSEMBLE
(Audition required) (2 hours per week, group, 1 credit)

This course offers drumming students an introduction into the fundamentals needed to play in a jazz ensemble. In this ensemble, the different functions of the drummer in the performance of the most representative jazz repertoire will be analyzed in detail.

JCMB 3001-3008/JCMB 3011-3018/JCMB 4001-4008
BASIC / INTERMEDIATE / ADVANCED JAZZ ENSEMBLE
(Audition required) (2 hours per week, group, 1 credit)

These ensembles are organized by levels and comprise the workshop in which students have the opportunity to acquire practical experience with different musical styles improvisational jazz techniques. Skills related to how to rehearse and prepare a varied jazz ensemble repertoire are worked on. This course also provides a space to thoroughly train in jazz ensemble arrangement and composition skills, performance and improvisation in an ensemble, and the art of group interactions.

JPENSB01/JPENSB02
JAZZ PERCUSSION ENSEMBLE
(Audition required) (2 hours per week, group, 1 credit)
Workshop to prepare jazz percussion and Caribbean music students who have not had sufficient experience playing in different types of groups (Ex. salsa orchestra, Latin Jazz group, percussion ensemble, big band, etc.). This course integrates reading, interpretation, improvisation, and group work.

LJCB 3001-3008/LJCB 3011-3018/LJCB 4001-4008
BASIC / INTERMEDIATE / ADVANCED LATIN JAZZ COMBO
(Audition required) (2 hours per week, group, 1 credit)

These groups, organized by level, comprise the workshops where students will have the opportunity to acquire practical experience in different musical styles and Latin Jazz improvisation techniques. This course also provides the space to thoroughly train arrangement and composition skills based on Caribbean and Latin American rhythms, integrating these in group performance and improvisation, as well as group interactions.

TCMB 3041-3048
CLASSIC CRIOLLO ENSEMBLE
(Audition required) (2 hours per week, group, 1 credit)

Group where students are exposed to the different genres and styles that make up Puerto Rican criollo music. This also serves as a vehicle for practicing improvisation, sight reading, working as an ensemble, and as a lab for young arrangers and composers who wish to perform their works. Placement is subject to an audition process.

TCMB 3051-3058
EXPERIMENTAL CRIOLLO ENSEMBLE
(Audition required) (2 hours per week, group, 1 credit)

Group where students are exposed to the different genres and styles that make up Puerto Rican criollo music. This also serves as a vehicle for practicing improvisation, sight reading, working as an ensemble, and as a lab for young arrangers and composers who wish to perform their works. Placement is subject to an audition process.

**Only for students in the Jazz and Caribbean Music degree. The Dean of Academic Affairs may require, if necessary, a student's participation in a specific ensemble to meet the needs of the different ensembles mentioned in this section.*

Conducting

CDTG 4001
INTRODUCTION TO CONDUCTING
(Prerequisites: SOLF 3012, TMUS 3012) (Required course, 2 hours per week, group, 1 credit)

Study of the basic techniques of musical conducting, score study, and rehearsals.

CDTG 4002
CHORAL CONDUCTING
(Prerequisites: CDTG 4001) (Elective music course, 2 hours per week, group, 1 credit)

Study of the basic techniques of choral conducting, score study, and rehearsals.

CDTG 4003
INSTRUMENTAL CONDUCTING
(Prerequisites: CDTG 4001) (Elective music course, 2 hours per week, group, 1 credit)

Elective intermediate-level course focused on expanding and developing instrumental conducting techniques, score study, and rehearsals.

MORQ 7001-7002,7003,7004
GRADUATE ORCHESTRA CONDUCTING
(Prerequisites: Admission to the master's program in orchestral conducting) (Required course, 1 hour per week, individual, 4 credits)

Individualized instruction in orchestral conducting at a graduate level. This course aims to provide the student with the techniques and tools necessary to prepare, rehearse and present a repertoire with a large ensemble.

MORQ 7001-7002,7003,7004
GRADUATE CHORAL CONDUCTING
(Prerequisites: Admission to the master's program in choral conducting) (Required course, 1 hour per week, individual, 4 credits)

Individualized instruction in choral conducting at a graduate level. This course aims to provide the student with the techniques and tools necessary to prepare, rehearse and present a repertoire with a large ensemble.

MLTO 7001-7002,7011,7012
SYMPHONY LITERATURE FOR CONDUCTORS
(Prerequisites: Admission to the master's program in orchestral conducting) (Required course, 2 hours per week, group, 2 credits)

The study of the works of the standard symphonic repertoire with emphasis on the knowledge of the styles and practices of the composers, the historical perspective, analysis strategies and application to orchestral rehearsal. The first year will cover the Baroque periods through Classicism, and the second year Romanticism to the present.

MLTC 7001-7002,7011,7012
CHORAL LITERATURE FOR CONDUCTORS
(Prerequisites: Admission to the master's program in choral conducting) (Required course, 2 hours per week, group, 2 credits)

The study of the works of the standard choral repertoire with emphasis on the knowledge of the styles and practices of the composers, the historical perspective, analysis strategies and application to choral rehearsal. The first year will cover the Baroque periods through Classicism, and the second year Romanticism to the present.

MAUD 7001-7002
LISTENING SKILLS AND SCORE READING FOR CONDUCTORS
(Prerequisites: Admission to the master's program in choral or orchestra conducting) (Required course, 2 hours per week, group, 2 credits)

Course for conductors to develop advanced skills in listening, dictation, sight intonation, error detection, and reading choral and orchestral scores on the piano.

Music Education

AGRM 4101
MUSICAL ENSEMBLES
(Prerequisites: CDTG 4001, EDUR 3104, EDUR 3105, EDUR 4101, EDUR 4102, PTEA 3012, SOLF 3012, TMUS 3012, TTCH 3001) (Required course, 3 hours per week, group, 3 credits)

This course aims to train students to form different types of musical ensembles at the elementary school level. Procedures for organizing said ensembles, the audition process, rehearsal planning, organizing performances, appropriate repertoire for different levels and ways to communicate with parents, staff, school administration and possible collaborators will all be studied. Material for performances on and off campus will also be discussed. The focus will be both theoretical and practical.

BOMB 3001 / BOMB 5001
TEACHING OUR MUSIC: LA BOMBA
(Prerequisites: TMUS 3001-3002, 3011-3012; SOLF 3001-3002, 3011-3012) (Curso electivo general y musical, 3 horas semanales, grupal, 3 créditos)

Pedagogical, theoretical and practical introductory course, with emphasis on the historical aspect of the genre, aimed at knowing the basic characteristics of the singing, playing, dancing and repertoire of the musical category of the Puerto Rican bomba with the purpose of providing the student with practical musical experiences, applicable to both music class and your performance practice.

CLIT 4001
CHORAL CONDUCTING AND LITERATURE
(Prerequisites: SOLF3012, TMUS 3012) (Required course, 2 hours per week, group, 2 credits)

This course is designed to familiarize students with the study and development of the skills needed to conduct choirs, including conducting technique, rehearsal technique, repertoire, and stylistic considerations of basic choral conducting techniques.

CTOR/PNOR/GTRR/VLNR/VLAR/VCLR/CBOR/HRPR/FLTR/OBER/CLRR/SAXR /FGTR/TPTR/TPAR/TBNR/TBAR/PERR
3081-3082/3083-3084/4081-4082
PRIMARY INSTRUMENT 1-6
(Prerequisites: Admission to the Bachelor of Music in Music Education program) (Required course, 6 semesters, 1 hour per week, 3 credits per semester)

This course is aimed at developing and perfecting instrumental and vocal techniques for Music Education students.

DLIT 4001
INSTRUMENTAL CONDUCTING AND LITERATURE
(Prerequisites: SOLF3012, TMUS 3012) (Required course, 2 hours per week, group, 2 credits)

This course is designed to familiarize students with the study and development of the skills needed to direct instrumental ensembles, including conducting technique, rehearsal technique, repertoire, and stylistic considerations of the basic techniques of instrumental conducting.

EDUN 5001
PREPARATORY COURSE FOR COOPERATING TEACHERS
(Prerequisites: Must be active as a music teacher in an accredited pre-university institution [public or private school] with a minimum of five years of teaching experience in the corresponding major and degree, and who has been satisfactorily evaluated. Must possess a regular music teacher certificate issued by the Puerto Rico Department of Education) (Continuing education by invitation, 3 hours per week, group, 3 credits)

This course is intended for K-12 teachers interested in becoming cooperating teachers. It includes the analysis of policy and teaching practices procedures, as well as the functions performed by program members. It will study the processes of the teaching practice, laws that affect teachers' work, educator professional standards, and various strategies and techniques that facilitate the professional development of the teacher candidate.

EDUN 5002
REFRESHER COURSE FOR COOPERATING TEACHERS
(Prerequisites: EDUN 5001) (1 hour per week, group, 1 credit)

Refresher course for cooperating K-12 teachers. This course will be taken every five years, as of passing the preparatory course for cooperating teachers.

EDUR 3101
HUMAN GROWTH AND DEVELOPMENT
(Required course, 3 hours per week, group, 3 credits)

This course is dedicated to the study and analysis of different aspects of human development throughout its different stages: conception, prenatal, infancy, early childhood, middle childhood, adolescence, until early adulthood, which comprise school ages. Aspects related to human beings' physical, emotional, social, moral, psychological, affective, and cognitive development are identified and analyzed, as well as their implications in the teaching and learning process. The importance of development continuity throughout the life cycle is emphasized, and the relationships between the physical, cognitive, and psychosocial spheres are highlighted. Finally, both theoretical and practical concerns are integrated into field research.

EDUR 3102
PSYCHOLOGICAL FOUNDATION OF EDUCATION
(Prerequisites: EDUR 3101) (Required course, 3 hours per week, group, 3 credits)

This course focuses on the study of different theories of learning.

EDUR 3103
GENERAL TEACHING METHODS
(Prerequisites: EDUR 3101, EDUR 3102) (Required course, 3 hours per week, group, 3 credits)

Study of general teaching methods, strategies, and techniques according to the three-phase educational model: planning, implementation, and assessment.

EDUR 3104
NATURE AND NEEDS OF THE EXCEPTIONAL CHILD
(Prerequisites: EDUR 3101, EDUR 3102, EDUR 3103) (Required course, 3 hours per week, group, 3 credits)

This course presents an integral view of the basic principles of special needs education in Puerto Rico. It includes analysis of the causes of special needs, current legislation, as well as the study of the educational, historical, psychological, and social foundations that govern Special Needs Programs in Puerto Rico and other countries. Possible causes of those special needs most represented in the regular classroom are studied, as well as the appropriate teaching strategies for the effective management of both the educational setting and that population's behavior.

EDUR 3105
TECHNOLOGY IN MUSIC CLASS
(Required course for Music Education degree students, elective music course for other specialties, 3 hours per week, group, 3 credits)

Course covers the study, usage, and integration of the computer in teaching music in the classroom. It comprises the introduction to various music, educational, and aid programs for the task of teaching. Also includes the creation of accompaniments and educational materials for music class. Finally, it covers multimedia presentations and the use of the Internet as an educational tool.

EDUR 4101
PHILOSOPHICAL FOUNDATIONS OF EDUCATION
(Prerequisites: EDUR 3103, EDUR 3104) (Required course, 3 hours per week, group, 3 credits.)

Study of the philosophical foundations of education, and the different educational philosophies in the music field. Includes the historical background of music education.

EDUR 4102
SOCIAL FOUNDATIONS OF EDUCATION
(Prerequisites: EDUR 3103, EDUR 3104) (Required course, 3 hours per week, group, 3 credits.)

Study of the social and cultural factors on which education is based. Analysis of the social issues that schools and society currently face and the different possible alternatives for their solution. Examination of the educational function of the different social agencies, as well as the school and the social function of the teacher as an agent of change.

EDUR 4103
TEACHING MUSIC IN ELEMENTARY SCHOOL (K-6)
(Prerequisites: EDUR 3104) (Required course, 3 hours per week, group, 3 credits)

This course covers the basic concepts of teaching music in elementary school. Additionally, it covers the philosophies, methods, strategies, and pedagogical tendencies of music education in elementary school, and their relevance in the schools of Puerto Rico. There will also be a critical analysis of materials with different didactic options for the children's different levels of knowledge and abilities.

EDUR 4104
APPROPRIATE PRACTICES FOR EARLY MUSIC EDUCATION
(Prerequisites: EDUR 3104, EDUR 3105, PTEA 3012, SOLF 3012, TMUS 3012) (Required course, 3 hours per week, group, 3 credits)

Study of the basic concepts of music education, from infancy to pre-school, and the different theories that describe the appropriate methods of teaching music at that level. The different existing music curricula for pre-school music education will be examined. There will also be an analysis of the materials and musical and instrumental repertoire suitable for young children. Finally, the intimate relationship between music and movement will be studied as a fundamental part of pre-school music education.

EDUR 4105
CHORAL REPERTOIRE AND CONCERT PREPARATION
(Prerequisites: CDTG 4001, EDUR 3104, EDUR 3105, PTEA 3012, SOLF 3012, TMUS 3012) (Required course, 2 hours per week, group, 2 credits)

Study of the choral repertoire suitable to the different school levels and techniques, as well as the selection and preparation of school concert repertoire.

EDUR 4106
TEACHING CHORAL MUSIC IN SECONDARY SCHOOL
(Prerequisites: EDUR 4108) (Required course, 3 hours per week, group, 3 credits)

Study of the teaching of choral music and choral ensembles in high school in Puerto Rico. Integration of constructivism theory as an educational approach. Techniques for parent organization and fundraising.

EDUR 4107
INSTRUMENTAL MUSIC IN HIGH SCHOOL
(Prerequisites: EDUR4108) (Required course, 3 hours per week, group, 3 credits)

Study of the teaching of instrumental music and instrumental ensembles in high school in Puerto Rico. Integration of constructivism theory as an educational approach. Techniques for parent organization and fundraising.

EDUR 4108
Education of Exceptional Students in the Regular Classroom
(Prerequisites: EDUR 3104) (Required course, 3 hours per week, group, 3 credits)

Required course from the Department of Education of Puerto Rico to every music education student. It aims to familiarize students with appropriate practices and educational strategies for exceptional populations in the regular classroom, in order to achieve successful inclusion, educational equity, and effective communication between special and regular educators.

EDUR 4201/EDUR 4202/EDUR 4203
SEMINAR AND TEACHING PRACTICE
(Prerequisites: All music education degree courses. This course will only be taken in the appropriate semester) (Required course, 22 hours per week, 9 credits)

This culminating laboratory experience is where the student teacher takes on the responsibility of teaching one or more subjects for groups of elementary or high school students; or of those direct services to the student that are necessary for teaching, according to the regulations established by each university institution, whether privately or publicly accredited. It consists of twenty (20) hours per week of teaching practice under the supervision of a cooperating teacher and two hours per week of a seminar with their teaching practice supervisor professor.

EDUR 5005
TEACHING MUSIC TO PRESCHOOL-AGE CHILDREN
(Prerequisites: EDUR 3104) (Required course, 3 hours per week, group, 3 credits)

Introductory course to the philosophical and educational foundations of musical development in young children. Practice and development of applicable musical activities or those specific to preschool-age children.

EDUFORUM
MUSIC EDUCATION FORUM
(Continuing education course, 15 hours, group, 1 credit)

The Music Education Forum is the oldest space dedicated to the professional training of music educators. Founded in 1982 by the late professor Nellie Justicia, a renowned Puerto Rican music educator, the Music Education Forum aims to expose students to the most recent trends related to national and international music education, train educators in contemporary methodologies and movements related to the profession and present the cross-curricular relationships between music and other fields of knowledge and sociocultural activities. The Music Education Forum is held annually on the first weekend of October in plenary and concurrent sessions and each year the activities carried out revolve around a general theme.

ESTUINDP
INDEPENDENT STUDY
(Graduate-level elective course for students of the Master of Music in Music Education, 2 hours per week, 2 credits)

Independent study course at the master's level, required for students who do not have two years of full-time professional experience as a music teacher in the classroom. This course will be carried out under the supervision of one of the professors of the master's program and it will use one of the practice centers authorized by the Puerto Rico Conservatory of Music.

HIST 3211-3212
DEVELOPMENT OF WESTERN MUSIC
(Prerequisites: HUMA 3002) (Required course for Music Education and Jazz and Caribbean Music majors only, 3 hours per week, group, 3 credits)

Historical summary of the development of Western music from its origins until the present.

HIST 4067
UNITED STATES HISTORY
(Required course for Music Education degree students, general elective course for other degrees, 3 hours per week, group, 3 credits)

Study of the political, social, economic, and cultural development of the United States, from the 17th century to the present.

MMED 7001
PHILOSOPHY AND PSYCHOLOGY OF MUSIC EDUCATION
(Prerequisites: Admission to the Master of Music in Music Education) (Required course, 3 hours per week, group, 3 credits)
This course integrates theoretical and practical concepts of music education through the study of its philosophy and psychology principles, and their practical application to elementary and high school education within the sociocultural context of Puerto Rico.

MMED 7002
RESEARCH IN MUSIC EDUCATION
(Prerequisites: Admission to the Master of Music in Music Education) (Required course, 3 hours per week, group, 3 credits)

Study of the nature and reach of educational investigations and their methods and techniques. Design and preparation of instruments to collect information. Study of the basic elements of the preparation of investigation proposals and of creating reports.

MMED 7003
SEMINAR ON TEACHING MUSIC IN ELEMENTARY SCHOOL
(Prerequisites: Admission to the Master of Music in Music Education) (Required course, 3 hours per week, group, 3 credits)

This course will analyze and compare various texts, educational methods and materials used in the teaching of music in elementary school (K-6) in public schools in Puerto Rico, from a practical perspective.

MMED 7004
CURRICULUM DEVELOPMENT
(Prerequisites: MMED 7001) (Required course, 2 hours per week, group, 2 credits)

This required course comprises the study of the philosophical, psychological, political, and practical foundations if designing a musical curriculum. Students will learn to integrate curricular theory and practice by applying what they have learned in the course to an individualized curriculum project.

MMED 7005
SEMINAR ON TEACHING MUSIC IN HIGH SCHOOL
(Prerequisites: MMED 7003) (Required course, 2 hours per week, group, 2 credits)

Analysis and comparison of the different alternatives in the methodology, techniques, and music teaching strategies in high school. Study and analysis of the Puerto Rico Department of Education curriculum guides for high school and development of a curriculum outline.

MMED 7006
THESIS RESEARCH SEMINAR
(Prerequisites: MMED 7004, MMED 7005) (Required course, 3 hours per week, group, 3 credits)

Planning, organizing, and structuring the Master's Thesis. Reading and gathering information and presentation of the formal Thesis proposal.

MMED 7007
MASTER'S THESIS
(Prerequisites: Passing grade in MMED 7006 and completion of all program courses) (Required course, 1 hour per week, individual, 0 credits)

Preparation, presentation, and defense of the final research project (Thesis) as the final requirement for obtaining the Master of Music in Music Education degree.

MMED 7201
SUPERVISION AND ADMINISTRATION OF THE MUSIC PROGRAM
(Prerequisites: Admission to the Master of Music in Music Education) (Graduate-level elective course, 2 hours per week, group, 2 credits)

Study of the theories, concepts, processes, and principles related to administrative leadership in the field of music education.

MMED 7301
MUSIC EDUCATION IN A CULTURAL CONTEXT
(Prerequisites: MMED 7001) (Graduate-level elective course, 2 hours per week, group, 2 credits)

This elective course examines the social-ideological nature of music with special attention to: (a) the ways in which culture influences music education, musical preferences, musical cognition, and musical values and, (b) the ways in which musical practices influence culture and social relationships. Topics include music education as a multicultural education, music and genre, music and power, music as an amenity or comfort, music as an amenity or commodity, the educational implications of the musical-cultural relationship, music education as an agent of reproduction and social transformation, music education as a socialization process, and music education as "text."

MMED 7401
MUSIC COGNITION
(Prerequisites: MMED 7004) (Graduate-level elective course, 2 hours per week, group, 2 credits)

The focus of this elective course is cognition, as manifested in listening to and making music and in musical works. Publications from various disciplines (i.e., musical philosophy, psychology, sociology, ethno-musicology, philosophy of learning and development of the mind) will be critically examined and compared through lectures, oral and written student reports, discussions, and musical examples.

MSEMEDU1-6
SEMINAR: CURRENT ISSUES IN MUSIC EDUCATION
(Required course, 2 hours per week, group, 0 credits)

Monthly seminar where various current topics, trends, and methodologies in the world of Music Education will be discussed.

MUSTERAP
FUNDAMENTALS AND PRINCIPLES OF MUSIC THERAPY
(Prerequisites: EDUR3104 or authorization from the course professor and the Dean of Academic Affairs) (Elective music course, 3 hours per week, group, 3 credits)

Study of the foundations and general principles of music therapy. Use of music as a therapeutic means in different populations. Students will become familiar with music therapy competencies in accordance with the requirements established by the American Music Therapy Association (AMTA), an organization that accredits music therapy programs at universities and colleges in the United States.

SEMEDUR1-7
MUSIC EDUCATION SEMINAR
(Required course, 2 hours per week, group, 0 credits)

This course serves as an open forum to all Bachelor of Music in Music Education students, in which issues relevant to the field of music education in Puerto Rico and the world are discussed. This course will meet once a month for two hours. Attendance is required for all Bachelor of Music in Music Education students. A *Pass (&P) / No Pass (NP)* grade will be used, based on attendance and participation. A Music Education student must complete seven seminar semesters to be eligible for graduation.

PTEA 3011-3012
PIANO FOR TEACHERS
(Prerequisites: PLAB 3002) (Required course for Music Education degree students, music elective course for other specialties, 1 hour per week, group, 1 credit)

This course will equip the future classroom teacher with the necessary skills in improvisation of accompaniments to the traditional repertoire of school songs from Puerto Rico, through a practical focus on harmony and general music theory on the keyboard.

TTCH 3001
TEACHING TECHNIQUES: VOICE
(Required course, 2 hours per week, group, 1 credit) (Limited to one TTCH course per semester)

Introduction to the fundamentals of voice, includes vocal technique for both spoken and sung vocals, as well as interpretation for solo vocals.

TTCH 3002
TEACHING TECHNIQUES: STRINGS
(Required course, 2 hours per week, group, 1 credit) (Limited to one TTCH course per semester)

This course is designed so that Music Education students learn management and basic performance of the different instruments in the string family: violin, viola, cello, and double bass, as well as the correct posture, balance, bowing, and right- and left-hand positions.

TTCH 4001
TEACHING TECHNIQUES: WOODWINDS
(Required course, 2 hours per week, group, 1 credit) (Limited to one TTCH course per semester)

This course is designed so that Music Education students learn management and basic performance of the different woodwind instruments: flute, oboe, clarinet, bassoon and saxophone, and their respective embouchures, fingerings, and mechanisms.

TTCH 4002
TEACHING TECHNIQUES: BRASS
(Required course, 2 hours per week, group, 1 credit) (Limited to one TTCH course per semester)

This course is designed so that Music Education students learn management and basic performance of the different wind brass instruments: horn, trumpet, trombone, tuba, and their respective embouchures, mouthpieces, fingerings, and mechanisms.

TTCH 4003
TEACHING TECHNIQUES: PERCUSSION
(Required course, 2 hours per week, group, 1 credit) (Limited to one TTCH course per semester)

This course is designed so that Music Education students learn management and basic performance of the different instruments in the percussion family: membranophone, melodic and metallic percussion, as well as the techniques, mechanics and methods used to teach these instruments.

TMUS 4102
ARRANGEMENT
(Prerequisites: SOLF 3012, TMUS 3012) (Required course for Music Education degree students, elective course for other degrees, 2 hours per week, group, 2 credits).

Basic principles of musical arrangements for music teachers.

Free Electives

BOMB 3001 / BOMB 5001
ENSEÑANDO NUESTRA MÚSICA: LA BOMBA
(Prerequisites: TMUS 3001-3002, 3011-3012; SOLF 3001-3002, 3011-3012) (Curso electivo general y musical, 3 horas semanales, grupal, 3 créditos)

Pedagogical, theoretical and practical introductory course, with emphasis on the historical aspect of the genre, aimed at knowing the basic characteristics of the singing, playing, dancing and repertoire of the musical category of the Puerto Rican bomba with the purpose of providing the student with practical musical experiences, applicable to both music class and your performance practice.

CMUS 5005
DIGITAL VIDEO PRODUCTION AND EDITING
(Elective music course, 2 hours per week, group, 2 credits)
Introduction to the techniques and processes of non-linear digital video production and editing. This course analyzes the different visual possibilities of digital video. Computers will be used as an editor to capture, edit, manipulate, and produce digital video. Each class will offer the student the opportunity to perform exercises and create projects with various non-linear editing possibilities.

MCDJ 5001
PHYSICAL MOVEMENT AND INTRODUCTION TO DANCE AND JAZZ
(Elective music course, 4 hours per week, group, 1 credit)

Group instruction on the basic concepts and elements that serve as the foundation for physical movement, classical dance, and jazz dance for musicians in lyrical and musical theater. This course provides basic knowledge in the area of physical movement and dance in particular, creating a foundation for the comprehensive training of the musician. Using a practical and reflective approach, we will delve into the basic technical aspects of physical movement, classical dance, and jazz dance, thus enriching students' artistic and didactic abilities, which they can then use in educational activities, offering useful tools for theatrical performance and professional careers.

MLIT 3001
MUSIC AND LITERATURE
(Prerequisites: ESPA 3002, HUMA 3002, TMUS 3002) (Elective music course, 3 hours per week, group, 3 credits)

Study of the relationship between music and literature within the main literary genres and musical forms, such as: poetry, novels, short stories, essays, drama, art songs, symphonic poems, symphony, incidental music, musical drama, and others. The course emphasizes artistic creation in Puerto Rico and Latin America.

PTEC 3001
INTRODUCCIÓN A LA TECNOLOGÍA Y MANTENIMIENTO DEL PIANO
(Elective music course, 2 hours per week, group, 1 credit)

Introductory course to piano technology and maintenance. The student will learn to know the instrument from the perspective of its construction and will understand the theoretical and practical way, the multiple aspects and processes required to maintain all the components of its mechanism in good condition.

SEMI/S&W
SONG AND WIND
(Elective music course, 2 hours per week, group, 1 credit)
Introductory elective for brass instrument students that covers the development of efficient sound production techniques based on the method known as Song and Wind, developed by Maestro Arnold Jacobs.

WCREATIV
PRACTICAL CREATIVITY WORKSHOP
(Elective music course, 2 hours per week, group, 1 credit)

Group elective course for musicians, composers, and educators from all departments, instruments, and levels that want to learn and practice techniques, foundations and concepts that encourage the development of creativity through practical application.

General Studies, Courses

As part of the development of an artist, it is essential to deepen the comprehensive training of the student in the humanistic, ethical, social, critical, and aesthetic components to achieve professional excellence. The Conservatory's General Studies will provide a broad foundation of knowledge for artistic growth, enabling them to excel as performers of classical, jazz, and Caribbean music, as composers, and as educators.

The Puerto Rico Conservatory of Music offers courses in languages, literature, philosophy, history, aesthetics, technology, and entrepreneurship. These courses will help the student develop a deeper understanding of their being and the complex world they live in. Through the work done in General Studies courses, reading, writing, speaking, critical thinking and research skills will be strengthened and developed while learning to communicate more clearly and effectively.

AEST 3111
INTRODUCTION TO WESTERN IDEOLOGICAL TRENDS
(Prerequisites: HUMA 3002, ESPA 3002) (General elective course, 3 hours per week, group, 3 credits)

Study of the main ideological, aesthetic, and cultural trends in the West and their diverse expression in the humanities such as: the fine arts, literature, philosophy, dance, film, theater, and history.

AEST 4001
AESTHETICS I
(Prerequisites: ESPA 3002, HIST 3002) (General elective, 2 hours per week, group, 2 credits)

Basic theoretical foundations in the disciplines that form musical aesthetics. Additional study on the history of aesthetics from the Greek philosophy of the arts to contemporary issues. Mastery of theoretical reflection in the field of musical aesthetics. Development of critical judgment applied directly to students' own performance.

AEST 4002
AESTHETICS II
(Prerequisites: AEST 4001) (General elective course, 2 hours per week, group, 2 credits)

Study of music philosophy from the Greek thinkers on music to present-day thinkers and composers. This course's informative approach results in the collection of practical perspectives and critiques that will enable students to pursue independent aesthetic reflection.

ALEXTECH1-4
ALEXANDER TECHNIQUE AND ITS APPLICATION TO MUSIC
(Elective general course, 2 hours per week, 1 credit)

A psycho-physical method that teaches students how to improve posture, redistributes physical tension to increase fluidity and flexibility, improves breathing and integrates mind and body. The course includes general anatomy (particularly skeletal), observation of each student's movement pattern and the proper application of the Technique to create new psycho-physical possibilities related to the musical instrument each student plays, including voice.

ARTS 3121
EXPRESSIVE READING: THE ART OF ORAL COMMUNICATION
(Elective general course, 1 hour per week, group, 1 credit)

Elective course designed to improve spoken communication by reading different texts out loud, aimed at professionals with careers that require public speaking.

CINE3001
DOCUMENTARY CINEMA AND HISTORIOGRAPHY OF PUERTO RICO AND THE AMERICAS
(Prerequisites: HUMA3002) (General elective course, 3 hours per week, group, 3 credits)

This course encourages the analysis of documentary cinema in Puerto Rico and the Americas from two standpoints: the historiography perspective and historical research methodology as applied to this genre. This has the goal of identifying the methodology and the mechanisms that make this type of film project a legitimate tool in the construction of historical memory. The course will elaborate a theoretical platform that serves as a foundation for the critique of documentaries. We will discuss the development of film sciences, photography, cinematography, and documentary cinema. At the same time, we will see how history intertwines with other disciplines within the human sciences to create new proposals for creation and investigation.

ESPA 2001-2002
PREPARATORY SPANISH
(Remedial course for students who scored 474 or less in the Spanish section of the university admissions exam [PAA]) (3 hours per week, group, 3 credits)

Development of the basic skills needed for the correct use of the Spanish language. Practical exercises in spelling, morphosyntax, oral expression, reading, and composition with the goal of improving both oral and written communication in Spanish.

ESPA 3001
SPANISH
(Prerequisites: ESPA 2002 or score of 475 or higher in the Spanish portion of the PAA) (Required course, 3 hours per week, group, 3 credits)
Development of reading, analysis, and oral expression skills in the Spanish language through reading and discussion of brief literary texts. Practical morphosyntax and composition exercises aimed at improving written communication in Spanish. Discussion of vocabulary within its literary context. Discussion of common errors in written and oral language.

ESPA 3002
SPANISH
(Prerequisites: ESPA 3001 or score of 600 or higher in the Spanish portion of the PAA) (Required course, 3 hours per week, group, 3 credits)
Continuation of the ESPA3001 course Development of reading, analysis, and oral expression skills in the Spanish language through reading and discussion of brief literary texts. Practical morphosyntax and composition exercises aimed at improving written communication in Spanish. Discussion of vocabulary within its literary context. Discussion of common errors in written and oral language.

ESPA 3111
INTRODUCTION TO PUERTO RICAN LITERATURE
(Prerequisites: ESPA 3002) (Elective general course, 3 hours per week, group, 3 credits)

The course serves as an introduction to the study of Puerto Rican literature, starting from its first expressions in the XIX century and up to the contemporary era. We will study a representative sample of texts produced by different generations in Puerto Rican literature and from each of the literary genres.

ESPA 3112
STYLE AND COMPOSITION
(Prerequisites: ESPA 3002) (Elective general course, 3 hours per week, group, 3 credits)
Workshop aimed at developing the necessary skills for composition of reports, letters, essays, and monographs.

ESPA 3121
INTRODUCTION TO LITERARY GENRES
(Prerequisites: ESPA 3002) (Elective general course, 3 hours per week, group, 3 credits)

This course serves as an introduction to the study of literary genres and offers a broad analysis of the relationship between literature and other disciplines within the humanities. In the same manner, the course discusses the relevance and influence of literature in society. We will discuss the main literary genres: epic poetry, lyrical poetry, novels, short stories, dramatic genres, and essays. The selected texts can be drawn from either Spanish or Latin American literature, although preference will be given to contemporary texts and Puerto Rican literature.

FILO 3001
INTRODUCTION TO WESTERN PHILOSOPHY
(Prerequisites: HUMA 3002) (Elective general course, 3 hours per week, group, 3 credits)

The course consists of an introduction to the study of some of the core themes in Western philosophy, such as metaphysics, epistemology, and ethics, through a critical reading of selections from representative texts drawn from the Western philosophical tradition. While not aiming to be a course on the history of philosophy, we will present and discuss the most significant trends in the history of philosophical thought, from its beginnings with the Ionic cosmology of Ancient Greece to the most recent trends in the late 20th century, such as Jacques Derrida's deconstructionism and Hans-Georg Gadamer's philosophical hermeneutics. The goal, above all, is to introduce the student to the critical view that permeates current philosophical thought, making it clear that philosophy is no longer interested in discovering or establishing universal truths, but rather in appreciating the world critically.

GRMN 3011
INTERMEDIATE GERMAN
(Prerequisites: GRMN 3002) (Elective general course, 3 hours per week, group, 3 credits)

Elective course in intermediate German aimed at working and expanding the areas of vocabulary, grammar, spelling, with the purpose of improving verbal and written skills.

HIST 3051-3052
HISTORY OF ART
(Elective general course, 3 hours per week, group, 3 credits)

Overview of the main elements that define artistic styles throughout the ages, from prehistory to the present day. We will study the visual arts, painting, sculpture and architecture and other expressions such as: graphic design, furniture, ceramics, and other minor arts.

HIST 4065
HISTORY OF PUERTO RICO
(Required course, 3 hours per week, group, 3 credits)

Overview of Puerto Rico's development from the time the first human beings arrived on the Island until the present moment, which will familiarize students with the most important events in our history.

HIST 5001
INTERDISCIPLINARY WORKSHOP ON HISTORICAL RESEARCH
(Prerequisites: HIST 4065, HIST 4067, HIST 3012 or HIST 3212, HUMA 3002)
(Elective general course, 3 hours per week, group, 3 credits)

This course encourages historical investigation as a method for the development of formal musical creation. During the semester, students will have the opportunity of visiting multiple state archives — both private and university-owned — where they will have contact with original sources (books, document collections, archived newspapers, music, documentary films, movies) that will help them create an investigation proposal and historiographical essay based on the results of that field investigation. The workshop will also be open to musical composition with historical, social, and cultural themes. These works will be published at the end of the workshop.

HUMA 3001-3002
WESTERN CIVILIZATIONS
(Required course, 3 hours per week, group, 3 credits)

This Humanities course serves as an introduction to the study of the structures that are most relevant to the development of the Western culture in the fields of philosophy, literature, and art. These diverse discursive instances will be studied in relationship to its corresponding historical contexts, from the Greek civilization to the present, using different musical expressions throughout Western history as a common thread. Even though the course will focus on Western cultural systems, we will propose comparative schemas that allow for a pluralist vision of human societies. Additionally, considering the institutional context in which the course is offered, we expect that this contact with some of Western culture's fundamental aspects of its most characteristic musical expressions will provide the student with an adequate background in which to eventually contextualize the trajectory of Western music history.

INGL 2001-2002
PREPARATORY ENGLISH
(Prerequisites: Score of 450 or lower in the English section of the PAA) (Remedial course, 3 hours per week, group, 3 credits)

Remedial introductory course that teaches the basic principles of English grammar, structure, form, function and meaning for beginners or for those with weaknesses in English as a second language. Emphasizes the development of language skills to reach a functional level and proper use of the language. The course is complemented by a laboratory component, where students will have to strengthen their English listening and speaking skills.

INGL 3001
ENGLISH COMPOSITION I
(Prerequisites: Score of 451 or higher in the English portion of the PAA) (Remedial course, 3 hours per week, group, 3 credits)

Core course in the systematic study of the English language, its content, forms and meaning. We will integrate oral, written and grammar skills. Students will be presented with literary and fiction reading, the process of writing and composition. Emphasis will be given to the relevance of cultural knowledge in the interpretation and analysis of the readings as well as critical thinking. Students will acquire new vocabulary, develop their skills in rhetorical argumentation and make progress in composition for academic purposes.

INGL 3002
ENGLISH COMPOSITION II
(Prerequisites: INGL 3001 or minimum score of 600 in the English portion of the PAA) (Required course, 3 hours per week, group, 3 credits)

English Composition 3001 Continuation. This course involves the systematic study of the English language, its content, form, and meaning. Students will expand their skills by integrating oral and written communication, reading, writing, and grammar. They will be introduced to literary analysis and English composition. Emphasis will be placed on the importance of rhetorical argumentation in the generation of ideas, as well as on the research and writing skills needed to create essays and compositions.

INGL 3011
CONVERSATIONAL ENGLISH
(Prerequisites: INGL 3002) (Elective general course, 3 hours per week, 3 credits)

General elective course aimed at the development of oral communication in English as a second language.

INGL 3121
INTRODUCTION TO ENGLISH LITERATURE
(Prerequisites: INGL 3002 or score of 800 on the English section of the PAA) (Elective general course, 3 hours per week, group, 3 credits)

This course is a comprehensive overview of English literature. Special emphasis will be placed on the study of literary genres written by British, American, and English-speaking authors from the Caribbean. Students will be introduced to literary theories to help them understand and expand their appreciation of literature and its inherent possibilities for critical analysis and self-discovery.

MATE 3001
GENERAL MATHEMATICS
(Elective general course, 3 hours per week, group, 3 credits)

This course will include basic notions of mathematical concepts in the areas of numbering and operations, algebra, geometry, statistics, and probability. We will apply these concepts within the context of their habitual usage in our society.

MUBS 3001
PROFESSIONAL SKILLS FOR MUSICIANS
(Required course, 2 hours per week, group, 2 credits)

Elective course where we conduct a systematic analysis of different careers within the musical industry. Study of the theoretical foundation, techniques, and skills necessary for the development of a professional music career. Understanding of the process of creation, production, manufacture, distribution, promotion, and sale of music products. Basic knowledge of the legal issues related to the field.

MUBS 3002
BASIC MARKETING PRINCIPLES FOR THE MUSIC INDUSTRY
(Prerequisites: MUBS3001) (General elective course, 3 hours per week, group, 3 credits)

Elective course that offers a systematic analysis of the different aspects of marketing within the music industry. Study of the theoretical foundations, techniques and skills students need to develop in the areas of promotion and marketing in order to have a sustainable music career.

MUBS 3004
LEGAL ASPECTS OF THE MUSIC AND ENTERTAINMENT INDUSTRY
(Prerequisites: MUBS3001) (General elective course, 3 hours per week, group, 3 credits)

Elective course designed to offer an analysis of the main legal aspects of the music and entertainment industry. Study of the theoretical and practical applications needed for the understanding, negotiation and administration of the main contracts and laws applicable to the music and entertainment industry, with updates to include changes prompted by technology.

MUBS 3007
COPYRIGHT AS A COMMERCIAL TOOL IN THE MUSICAL INDUSTRY
(Prerequisites: HUMA3002 or admitted to the Music Business Certification) (General elective course, 3 hours per week, group, 3 credits)

Intellectual Property is the branch of the law that protects creations of the mind and ideas. Comprises several categories: copyright, brands, commercial secrets, the right to self-image, and patents.

Copyright are rights over work that is original, independent, and expressed in a tangible form. The types of work protected by copyright include musical creations.

With the advent of the 21st century, during the Age of Knowledge, it has become essential that musicians involved in media and entertainment have greater control over their work by gaining a basic knowledge of the laws concerning intellectual property (in this case, those related specifically to copyright) and how to appropriately manage their rights over their musical creations.

MUBS 3008,5008
BRAND AND PORTFOLIO DEVELOPMENT
(Prerequisites: MUBS 3001) (General elective course, 2 hours per week, group, 2 credits)

The course focuses on the professional development of students within the music industry. Participants will learn to build and manage a strong personal brand and develop a digital portfolio that reflects their skills, achievements, and artistic style. The course aims to provide students with the necessary tools to stand out in today's job market and artistic scene.

MUBS 3009,5009
WEB DESIGN FOR MUSICIANS
(General elective course, 3 hours per week, group, 3 credits)

This course covers everything from the basic principles of web design to advanced strategies in music promotion and marketing. Students will explore concepts such as visual design (UI), user experience (UX), search engine optimization (SEO), multimedia integration, and content management. Through a combination of theory, practice, and critical analysis, participants will acquire the skills necessary to plan and create a professional website for musicians.

MUBS 3010,5010
STRATEGIC LEADERSHIP IN THE MUSIC INDUSTRY
(General elective course, 2 hours per week, group, 2 credits)

This course aims to equip professionals in the music industry to assume leadership roles in teams, projects, and companies within a dynamic and highly competitive environment. Through training that integrates fundamental principles of effective leadership, participants will acquire the skills and knowledge necessary to successfully meet the demands and challenges of leading in a creative environment.

MUBS 7001
THE ENTERPRISING MUSICIAN
(Graduate course. Undergraduate students who wish to enroll in this course must have the authorization of the course professor and Dean of Academic Affairs.) (3 hours per week, group, 3 credits) (online and face-to-face)

The course provides students with the necessary tools to understand in a practical way how each musician must learn to manage their career in order to

achieve their professional goals successfully. Specific topics related to the career will be worked on, such as: knowing and understanding the different avenues of work according to their area of specialty; understand the role that competitions and other presentation spaces play in the development of the performer's career; the world of agencies that manage careers; how to manage presentations and other varied spaces of artistic and/or educational expression; personal brand development and creation of a complete professional portfolio that the student can use to manage their entry into the world of work.

SEVU3001
UNIVERSITY LIFE SEMINAR
(General elective course, 1 1/2 hours per week, group, 0 credits)

This course is a requirement for incoming students at CMPR. The university life seminar will provide students with the necessary concepts and life skills for integration into university life.

QUIGO3001
QIGONG (CHI KUNG) FOR HEALTH
(General elective course, 3 hours per week, group, 3 credits)

The course teaches and lets students clearly experience the process of liberating physical and emotional blocks; to that end, we will use the breath as a bridge to connect the body and mind and reach what is known as Triple Regulation (physical adjustment, breathing adjustment, and mental intention adjustment).

The course will have the format of a Theoretical-Practical Workshop with a weekly class structure. Knowing that the practice of Qigong for Health can facilitate essential aspects of musical interpretation by encouraging the use of the body itself as an instrument for the free circulation of vital energy «Chi» (foundation of Traditional Chinese Medicine) and the regulation of emotion.

TAICHI
(General elective course, 2 hours per week, group, 1 credit)

Tai Chi is considered a discipline aimed at encouraging mind/body integration and personal equilibrium. Tai means the ultimate, the extreme, the supreme. Chi means breath, the limitation, and the fact.

TLIT 3122
EXPERIMENTAL LITERARY CREATION WORKSHOP
(Prerequisites: ESPA 3002, INGL 3002) (General elective course, 3 hours per week, group, 3 credits by semester)

Introductory elective course about the theory and practice of literary creation from an interdisciplinary perspective. Students will have room to develop their creative skills through drafting original texts in the style of different literary genres which include, but are not limited, to poetry and fiction. Students will be able to devise, critique and edit their own creations in Spanish and English, integrating universal concepts from literature as part of the creative process.

YOGA
(General elective course, 2 hours per week, group, 1 credit)

Elective course aimed at learning and practicing different yoga postures that can help improve each individual's flexibility, strength, and resistance.

Guitar

ARMO 3051-3052
TUNING HARMONICS
(Prerequisites: LPRI3032, TMUS3002) (Required course, 2 hours per week, group, 1 credit)

Covers the art of harmonizing melodies with the guitar, giving students the resources they need to work in the music industry.

DGTR 6001-6002
CLASSICAL GUITAR DIPLOMA
(Prerequisites: Admission to the Graduate Diploma Program in Guitar Performance) (Required course, 1 hour per week, 2 semesters, individual, 5 credits)

This one-year course consists of individualized instruction in Guitar aimed at helping students perfect their technique and reach high musical, technical, and performance levels. The focus will be on broadening students' repertoire to prepare them for graduate-level auditions and strengthen instrument skills, which may lead to participation in competitions or employment with their instrument.

GLIT 4001-4002
GUITAR LITERATURE
(Required course, 2 hours per week, group, 2 credits)

Study of literature meant for guitar from its beginnings until the present.

GTRN 3101-4112
GUITAR
(Prerequisites: Admission to the Bachelor of Music in Guitar Performance program at a first-year level) (Required course, 8 semesters, 1 hour per week, individual, 4 credits)

Study of the technique and interpretation of the basic classic guitar repertoire. The voice seminar (SEMINAR1-SEMINAR8) is required and an essential part of the Guitar course.

GTRN 4401-4402
POST-FOURTH YEAR CLASSIC GUITAR
(Prerequisites: Passing grade in GTRN4112 and graduation recital) (Optional course not required, 1 hour per week, individual, 0 credit)

Individual Guitar class aimed at broadening and perfecting the repertoire, for students that have completed and passed their instrument GTRN4112 course. The course repertoire will be determined by the professor and the student jointly.

GUIT 2001-2002
REMEDIAL/PREPARATORY CLASSIC GUITAR
(Prerequisites: Admission to the Bachelor of Music in Guitar Performance at the remedial level) (Required course, 1 hour per week, individual, 2 semesters, 0 credits)

Remedial one-year course in which students will develop the basic skills required for their instrument with the objective of preparing them for first-year admission. Seminar (SEMIPREP) is required and an essential part of the course.

GUIT 3001-3021/GUIT 5001-5002
COMPLEMENTARY CLASSIC GUITAR
(Prerequisites: SOLF 3001) (Elective music course, ½ hour per week, individual, 1 credit)

Individualized instruction aimed at developing the basic skills needed for performance, technique, use and management of the guitar as a supporting instrument for music teachers in the classroom or students majoring in other instruments that wish to learn to play the instrument. Covers basic methods for teaching the foundations of the instrument's technique.

GUIT 5011-5012
COMPLEMENTARY CLASSIC GUITAR

(Prerequisites: SOLF 3001) (Elective music course for graduate students, 1 hour per week, individual, 2 credits)

Individualized instruction aimed at developing the basic skills needed for performance, technique, use and management of the guitar as a supporting instrument for music teachers in the classroom or students majoring in other instruments that wish to learn to play the instrument. Covers basic methods for teaching the foundations of the instrument's technique.

LPRI 3031-3032
SIGHT READING FOR GUITARISTS
(Prerequisites: GTRN 3102) (Required course, ½ hour per week, group, 1 credit)

Course for groups of two or three students, in which we develop sight reading skills for the guitar.

MGTR 7001-7004
GRADUATE-LEVEL CLASSIC GUITAR
(Prerequisites: Admission to the Master of Music in Guitar Performance) (Required course, 4 semesters, 1 hour per week, individual, 5 credits)

This one-year course consists of individualized instruction in Guitar aimed at helping students perfect their technique and reach high musical, technical, and performance levels. The focus will be on broadening students' repertoire to prepare them for graduate-level auditions and strengthen instrument skills, which may lead to participation in competitions or employment with their instrument.

SEMIDIP 1-SEMIDIP 2
DIPLOMA GUITAR SEMINAR

(Required course for the individual Guitar class, 2 hours per week, group, 0 credits)
Weekly forum, part of the Classical Guitar Diploma class in which students perform pieces they are working on with their professors in front of classmates from each professor's studio and, on occasion, of the entire department. The goal of this course is to help students develop their technique and performance skills, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to the Guitar Diploma class.

SEMINAR 1-SEMINAR 8
CLASSIC GUITAR SEMINAR
(Required course for the individual Guitar class, 2 hours per week, group, 0 credits)

Part of the Guitar class, this is a weekly forum in which students perform pieces they are developing with their professors in front of classmates from each professor's studio and, on occasion, of the department. The goal of this course is to help students develop their technique and performance skills, along with other pedagogical and intellectual aspects of their studies. This course serves as a complement to the Guitar classes.

SEMIMAS 1-SEMIMAS 4
GRADUATE-LEVEL GUITAR SEMINAR
(Required course in the individual Guitar class, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. The purpose of this course is to develop the students' technique and vocal performance, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to Voice classes.

SEMIPREP
REMEDIAL/PREPARATORY CLASSIC GUITAR SEMINAR
(Prerequisites: Admission to the Bachelor of Music in Guitar Performance at the remedial level) (2 hours per week, group, 0 credits)

Guitar Seminar for students at the remedial/preparatory level. This course is an essential part of and required for Guitar at the remedial/preparatory level.

Music History and Musicology

AMUP 2001-2002
PREPARATORY MUSICAL APPRECIATION
(Required course for incoming students in preparatory solfeggio, 2 hours per week, group-based, 0 credits)

Prerequisite course designed for incoming students at the preparatory level of Solfège, focusing on foundational aspects of musical appreciation.

FMUS 3001
SEIS, AGUINALDO AND OTHER MUSICAL GENRES IN RURAL FOLKLORIC MUSIC
(Elective music course, 2 hours per week, 2 credits)

Introduction to the different genres typical of rural Puerto Rican music.

HIST 3001-3002
MUSIC HISTORY: Origins to 1500/1500-1750
(Required course, 3 hours per week, group, 3 credits)

General history of Western music, from theories regarding its possible origins up to the baroque period.

HIST 3011-3012
MUSIC HISTORY: 1750-1825/1825 to present
(Prerequisites: HIST 3002) (Required course, 3 hours per week, group, 3 credits)

History of Western music from the Baroque period to the present day.

HIST 3021-3022
HISTORY OF MUSIC OF PUERTO RICO AND THE CARIBBEAN
(Prerequisites: HIST 3012 or HIST 3212) (Required course, 2 hours per week, group, 2 credits)

History of the music of Puerto Rico and the Caribbean from pre-Columbian times to the 20th century.

REMEHIST
REMEDIAL MUSIC HISTORY
(Remedial course online, 3 hours per week, group, 0 credits)

Remedial history course designed for graduate students that did not pass the Music History diagnostic exam administered during the admission process. This remedial course has the purpose of strengthening any detected weaknesses. Students that do not pass the diagnostic exam are required to take and pass this course before registering for the graduate-level History and Analysis course.

Orchestral Instruments

DVLN/DVLA/DVCL/DCBO/DHRP/DFLT/DOBE/DCLR/DFGT/DSAX/ DTPT/DTBN/DTPA/DTBA/DPER 6001-6002
DIPLOMA INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Prerequisites: Admission to the Graduate Diploma in Performance Program) (Required course [two consecutive semesters and without interruption only], 1 hour per week, individual, 5 credits by semester)

Individualized instruction in main instrument. This course has the goal of improving students' instrument technique, helping them achieve high levels of performance, interpretation, and broadening of repertoire. The repertoire and content of this course is designed jointly by the professor and student, in accordance with the needs of the latter.

ILIT 4001-4002
INSTRUMENTAL LITERATURE
(Prerequisites: Passing grade in instrument 3102) (Required course, 2 hours per week, group, 2 credits)
Overview of literature for orchestral instruments composed in the aftermath of the XVI Century. We will study work relevant to the soloist genres, chamber and ensemble, both small (quartet, trio sonata, etc.) and large (orchestra, band, etc.)

MVLN/MVLA/MVCL/MCBO/MHRP/MFLT/MOBE/MCLR/MFGT/MSAX/ MTPT/MTBN/MTPA/MTBA/MPER 7001-7004
GRADUATE-LEVEL INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Prerequisites: Admission to the Master of Music in Performance) (Required course, 1 hour per week, individual, 5 credits per semester)

Individualized instruction in main instrument. This course has the goal of improving students' instrument technique, helping them achieve high levels of performance, interpretation, and broadening of repertoire. The repertoire and content of this course is designed jointly by the professor and student, in accordance with the needs of the latter.

OREP 4001-4002
SYMPHONIC REPERTOIRE READING
(Prerequisites: Enrollment in instrument 4101) (Required course, 2 hours per week, group, 1 credit)

Introduction to the repertoire most often performed by a symphony orchestra. We will practice passages for winds, percussion, and strings respectively. Includes sight reading practice, repertoire for auditions and how to prepare for those.

PICC 4001-4002
PICCOLO
(Prerequisites: Passing grade in FLTN3101-3102, requires authorization from flute professor) (Elective music course, 1 hour per week, individual, 4 credits)

Elective course for flautists, comprises the study of technique and repertoire for the piccolo.

SEMIDIP 1-SEMIDIP 2
DIPLOMA INSTRUMENT SEMINAR
(Required course, 2 hours per week, group, 0 credits)
Weekly forum where students perform pieces they prepared and rehearsed with their professors. This course's aim is to help students develop their technique and performance in their respective instruments, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to instrument classes.

SEMINAR 1-SEMINAR 8
INSTRUMENTS SEMINARS
(Prerequisites: Admission to Bachelor of Music in Performance at the first-year level) (Required course, 2 hours per week, group, 0 credits by semester)

Weekly forum in which students perform pieces they develop with their instrument professors. The purpose of this course is to help students improve their technique and performance, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to instrument classes.

SEMIMAS 1-SEMIMAS 4
GRADUATE-LEVEL INSTRUMENT SEMINAR
(Prerequisites: Admission to the Master of Music in Performance) (Required course, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. This course's aim is to help students develop their technique and performance in their respective instruments, along with other pedagogical and intellectual aspects of their studies. The course serves as a complement to instrument classes.

SEMIPREP
Remedial/Preparatory Seminar
(Prerequisites: Admission to Bachelor of Music in Performance at the remedial/preparatory level) (2 hours per week, group, 0 credit)

Instrument Seminar for students at the remedial/preparatory level. This course is a requirement and an essential part of the Remedial/Preparatory Instrument course.

VLIN/VIOL/VCEL/CBAJ/ARPA/FLTN/OBOE/CLAR/FAGO/SAXO/ TPET/TRPA/TBON/TUBA/EUFO/ PERC 2001-2002
REMEDIAL/PREPARATORY INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Prerequisites: Admission to the BM in Performance) (Required course, 1 hour per week, individual, 5 credits per semester)

Remedial one-year course to develop the basic skills particular to the major, with the goal of preparing students for first-year admission. Seminar (SEMIPREP) is required and an essential part of the course.

VLIN/VIOL/VCEL/CBAJ/ARPA/FLTN/OBOE/CORN/CLAR/FAGO/SAXO/ TPET/TRPA/TBON/TUBA/PERC 3001-3012
COMPLEMENTARY INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, english horn, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Elective music course, ½ hour per week, individual, 1 credit)

Individualized instruction aimed at developing basic skills in performance, technique, use and management of orchestral instruments. Covers basic techniques for teaching the foundations of the instrument.

VLIN/VIOL/VCEL/CBAJ/ARPA/FLTN/OBOE/CORN/CLAR/FAGO/SAXO/ TPET/TRPA/TBON/TUBA/PERC 5001-5002
COMPLEMENTARY INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, english horn, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Graduate elective music course, ½ hour per week, individual, 1 credit)

Individualized instruction aimed at developing basic skills in performance, technique, use and management of orchestral instruments. Covers basic techniques for teaching the foundations of the instrument.

VLIN/VIOL/VCEL/CBAJ/ARPA/FLTN/OBOE/CLAR/FAGO/SAXO/ TPET/TRPA/TBON/TUBA/PERC 5011-5012
COMPLEMENTARY INSTRUMENT
(Violin, viola, violoncello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, percussion) (Graduate-level elective music course, 1 hour per week, individual, 2 credits)
Individualized instruction aimed at developing basic skills in performance, technique, use and management of orchestral instruments. Covers basic techniques for teaching the foundations of the instrument.

VLNN/VLAN/VCLN/CBON/HRPN/FLTN/OBEN/CLRN/SAXN/FGTN/ TPTN/TPAN/TBNN/TBAN/EUFO/PERN 3101-4112
INSTRUMENT

(Violin, viola, cello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, trumpet, tuba, euphonium, percussion) (Prerequisites: Admission to the Bachelor of Music in Performance at the first-year level) (Required course, 8 semesters, 1 hour per week, individual, 4 credits per semester)

Study of the technical and performance skills needed to play orchestral music repertoire for strings, woodwind, brass, and percussion sections.

VLNN/VLAN/VCLN/CBON/HRPN/FLTN/OBEN/CLRN/SAXN/FGTN/ TPTN/TPAN/TBNN/TBAN/EUFO/PERN 4401-4402
POST-FOURTH YEAR INSTRUMENT
(Violin, viola, cello, bass, harp, flute, oboe, clarinet, bassoon, saxophone, trumpet, trombone, horn, tuba, euphonium, percussion) (Prerequisites: Passing grade in instrument course 4112 according to major, have offered and passed the graduation recital) (Optional course not required, 1 hour per week, individual, 0 credits)

Individual instrument class aimed at broadening and perfecting the repertoire, for students who have completed and passed instrument course 4112 and the graduation recital. The course repertoire will be determined by the professor and the student jointly.

Jazz and Caribbean Music

ARMO 3021-3022
JAZZ HARMONY
(Prerequisites: SOLF 3012, TMUS 3012) (Required course for Jazz Students ans an elective music course for other majors, 3 hours per week, group, 3 credits)

Study of Jazz' harmonic language and its practical workings. Analysis of Jazz harmony in musical literature. Includes arrangement practice and improvisation in this harmonic language.

ARRE 4001-4002
JAZZ ARRANGEMENT TECHNIQUES 1
(Prerequisites: TMUS3012) (Required course, 3 hours per week, group, 3 credits)

Development of the skills needed to adapt and apply basic arrangement concepts in different instrumental combinations, from the rhythmic section to five winds with rhythmic section. Analysis of scores from outstanding composers

and arrangers such as Miles Davis, Benny Golson, Charles Mingus, Art Blakey and the Jazz Messengers, Jimmy Heat, Horace Silver, Gerry Mulligan, Bob Brookmeyer, Wayne Shorter, etc.

CUAT 3001-3012, CUAT 5001-5002
COMPLEMENTARY CUATRO
(Prerequisites: SOLF3001) (Elective music course, ½ hour per week, individual, 1 credit)

Individualized instruction aimed at developing the skills needed for performance, technique, use and management of the cuatro instrument.

CUAT 5011-5012
COMPLEMENTARY CUATRO
(Prerequisites: SOLF3001) (Graduate-level elective music course, 1 hour per week, individual, 2 credits)

Individualized instruction aimed at developing the skills needed for performance, technique, use and management of the cuatro instrument.

DJBT/DJPN/DJGT/DJBJ/DJPL/DJSX/DJTP/DJTB 6001-6002
CARIBBEAN JAZZ/MUSIC INSTRUMENT DIPLOMA
(Prerequisites: admission to the Graduate Diploma Program in Caribbean Jazz and Music Performance) (Required course, 2 semesters, 1 hour per week, individual, 5 credits per semester)

Technical and fundamental development through formal study of technique and different music styles for instruments used in the jazz and Caribbean music repertoire. Mastery of exercises, studies, and repertoire available in Classical, Jazz and, Latin Music literature. Develop skills and techniques in improvisation and accompaniment. The Seminar and weekly Jazz Forum are a requirement and an essential part of the course.

FORODIP1-FORODIP2
JAZZ FORUM DIPLOMA
(Required course, 1 hour per week, group, 0 credits)

Complement and an integral part of the Instrument Seminar and instrument class. Weekly departmental meeting to help students in their professional development as performers, encouraging creativity in interpretation and improv-

isation in their instruments while enriching other technical, pedagogical, artistic, and intellectual aspects of their studies. This departmental hour also serves as a complement to the instrument classes. The entire Jazz and Caribbean Music Department faculty and its student body attends and participates weekly in the Jazz Forum.

HIST 3031-3032
JAZZ HISTORY
(Prerequisites: HIST 3012 or HIST 3212) (Required course for students specializing in Jazz and Caribbean Music, elective musical course for other majors, 3 hours per week, group, 3 credits)

History of Jazz' cultural origins and its development up to the present day, along with instrumentalists, vocalists, composers, styles and defining characteristics.

HIST 3211-3212
DEVELOPMENT OF WESTERN MUSIC
(Prerequisites: HUMA 3002) (Required course for Music Education and Jazz and Caribbean Music majors only, 3 hours per week, group, 3 credits)

Historical summary of the development of Western music from its origins until the present.

HIST 4001-4002
CARIBBEAN POPULAR MUSIC HISTORY
(Prerequisites: HIST 3212) (Required course for students in the Jazz and Caribbean Music major, elective music course for other majors, 2 hours per week, group, 2 credits)

History of the cultural origins of popular music created in the Caribbean geographical area, its development, instrumentalists, vocalists, composers, styles and defining characteristics.

ICJA 3001
INTRODUCTION TO JAZZ COMPOSITION TECHNIQUES
(Prerequisites: TMUS 3001, TMUS 3002) (Elective musical course, 2 hours per week, group, 2 credits)

Systematic study of the art of composing in the jazz language. Exploration of stylistic, melodic, harmonic, and rhythmic principles. Study of the standard jazz

forms. Jazz standards analysis. Basic overview of the principles of arrangement aimed at creating a composition. Projects for Jazz ensembles will be required.

IMPJAZZ1-IMPJAZZ2
INTRODUCTION TO JAZZ IMPROVISATION
(Prerequisites: To be enroll in the 1st semester of instrument) (Required course for jazz students, elective for other majors) 2 hours per week, group, 1 credit)

Seminar-type course that introduces the basic Jazz improvisational techniques in a theoretical and practical form. Theoretical analysis of improvisational techniques and their application in instrumental performance. Transcriptions of solos by outstanding jazz improvisers, exercises, drills, and auditory examples offered by the professor. Analysis, identification, and execution of basic functional harmony concepts and improvisational techniques in basic progressions within the standard jazz repertoire using different styles.

JSEV 3121-3124
SEMINAR IN VOCAL STYLES AND IMPROVISATION
(Prerequisites: TMUS 3002; Jazz Voice 3102)
(Required course, 2 hours per week, group instruction, 1 credit)

This seminar explores the most important figures in the development of improvisation and the various traditional and contemporary musical genres of the Caribbean and Jazz. Students transcribe, write, and perform solos by musicians and vocalists renowned for their improvisational artistry. The defining characteristics of the studied musician's style are identified and analyzed.

JAZFORO1-JAZFORO8
JAZZ FORUM
(Required course, 1 hour per week, group, 0 credits)

Complement and an integral part of the instrument seminar and instrument class. Weekly departmental meeting to help students in their professional development as performers, encouraging creativity in interpretation and improvisation in their instruments while enriching other technical, pedagogical, artistic, and intellectual aspects of their studies. This departmental hour also serves as a complement to the instrument classes. The entire Jazz and Caribbean Music Department faculty and its student body attends and participates weekly in the Jazz Forum.

JIMP 3121-3124
TECHNIQUE AND IMPROVISATION SEMINAR FOR MALLET INSTRUMENTS (VIBRAPHONE, MARIMBA)
(For students specializing in Latin Percussion in the Jazz and Caribbean Music Department only) (Substitutes for course JSEM3121-JSEM3124) (Prerequisites: JPER 3102) (Required course, 2 hours per week, group, 1 credit)

Specialized seminar (laboratory style) that complements the study of Latin percussion, in which we will work on basic Jazz and Caribbean music performance elements in both theoretical and practical ways from a melodic perspective through the transcription of standards (Jazz and Latin) in keyboard instruments (vibraphone, marimba and xylophone) using exercises and patterns, drills, and auditory examples offered by the professor.

JPNO/JPER/JBAT/JCBO/JCTR/JSAX/JGTR/JTPT/JTBN/JCTO
2001-2002
REMEDIAL/PREPARATORY JAZZ AND CARIBBEAN MUSIC INSTRUMENT
(Prerequisites: Admission to the Bachelor of Music in Jazz and Caribbean Music Performance at the remedial/preparatory level) (Required course, 1 hour per week, individual, 2 semesters, 0 credits)

One-year remedial course to prepare students for the first-year level, aimed at developing basic skills for the major.

JPNO/JBAT/JCBO/JSAX/JGTR/JTPT/JTBN 3001-3002
COMPLEMENTARY INSTRUMENT–JAZZ
(Prerequisites: Passing grade in the first year of the instrument) (Elective, ½ hour per week, individual, 1 credit)

Introduction to technical and fundamental instrument development through the study of basic jazz technique and the different styles of its repertoire. Students work on basic exercises, studies, and repertoire in the literature of the instruments in Jazz and Afro-Caribbean music.

JCNT 3101-4112
JAZZ VOICE MAJOR
(Prerequisites: Admission to the Bachelor of Music in Jazz and Caribbean Music Performance at the first-year level) (Required course, 8 semesters, 1 hour per week, individual instruction, 4 credits)

Technical vocal study focused on jazz, Caribbean, and Latin American musical genres. Practical development of sight-reading, improvisation, and repertoire interpretation. The voice seminar is an integral and required component of the course.

FJVC 3001-3002
FUNDAMENTALS OF JAZZ VOCALS
(Prerequisites: Admission to the Department of Jazz and Caribbean Music)
(Required group course, 1 hour per week, 1 credit)

Conceptual study of jazz vocals, delving into its definition, roots, techniques and characteristics, phrasing, interpretation, styles, genres, and repertoire.

JCNT 3001-3014, JCNT 5001-5014
JAZZ COMPLEMENTARY VOICE
(Prerequisites: Passing grade in the first year of the instrument) (Elective, ½ hour per week, individual, 1 credit)

This course focuses on basic vocal skills, modal scales, major and minor harmonies, improvisation, and repertoire in jazz and Caribbean music. It covers vocal technique applied to popular and jazz singing. Emphasis will be placed on genres such as blues, spirituals, gospel, swing, and Afro-Caribbean subgenres like bolero. If students continue taking jazz singing classes, they can explore more advanced jazz styles such as Latin jazz, Bebop, and Latin rhythms like salsa, merengue, danzón, mambo, son, etc. The course may also include Puerto Rican mountain music (música jíbara), guajira, joropo, cumbia, reggae, and other Caribbean and Latin American styles, at the discretion of the singing teacher and according to the student's vocal and musical level.

JVFN 3001-3014, JVFN 5001-5014
COMPLEMENTARY VIBRAPHONE–JAZZ
(Prerequisites: Passing grade in the first year of the instrument) (Elective, ½ hour per week, individual, 1 credit)

Individual class to complement the study of Latin percussion focusing on keyboard instruments – vibraphone, marimba, and xylophone. Practical work will include basic execution elements through exercises, patterns, drills, and auditory examples proposed by the instructor. The course aims to develop proficiency in exercises, studies, and repertoire in vibraphone jazz and Afro-Caribbean music literature.

JPNO 3011-3012
JAZZ KEYBOARD STUDIES
(Prerequisites: PLAB 3002) (Required, 1 hour per week, group, 1 credit)

Practical and theoretical study of the keyboard and its repertoire within the Classical, Caribbean and Jazz music genres. Study of technique and basic instrument playing skills. Develop skills and practical techniques in reading, harmony, improvisation, and accompaniment.

JPNO/JPER/JBAT/JCBO/JCTR/JSAX/JGTR/JTPT/JTBN 3101-4112
JAZZ INSTRUMENT AND CARIBBEAN MUSIC
(Prerequisites: Admission to the Bachelor of Music in Jazz and Caribbean Music Performance at the first-year level) (Required, 8 semesters, 1 hour per week, individual, 4 credits)

Technical and fundamental development through formal study of technique and different music styles for instruments used in the jazz and Caribbean music repertoire. Mastery of exercises, studies, and repertoire available in Classical, Jazz and, Latin Music literature. Develop skills and techniques in improvisation and accompaniment. The Seminar and weekly Jazz Forum are a requirement and an essential part of the course.

JPNO/JBAT/JCBO/JSAX/JGTR/JTPT/JTBN 5001-5002
COMPLEMENTARY INSTRUMENT–JAZZ
(Graduate-level elective course, ½ hour per week, individual, 1 credit)

Introduction to technical and fundamental instrument development through the study of basic jazz technique and the different styles of its repertoire. Students work on basic exercises, studies, and repertoire in the literature of the instruments in Jazz and Afro-Caribbean music.

JPNO/JBAT/JCBO/JSAX/JGTR/JTPT/JTBN 5011-5012
COMPLEMENTARY INSTRUMENT–JAZZ
(Graduate-level elective course, 1 hour per week, individual, 2 credits)
Introduction to technical and fundamental instrument development through the study of basic jazz technique and the different styles of its repertoire. Students work on basic exercises, studies, and repertoire in the literature of the instruments in Jazz and Afro-Caribbean music.

JPEP 3001-3004
COMPLEMENTARY LATIN PERCUSSION
(Prerequisites: Passing grade in the first year of the instrument) (Elective, ½ hour per week, individual, 1 credit)

Introductory course for jazz piano students on the technical and fundamental development of the Latin percussion instrument family. Study of basic techniques and different genres and styles of the Caribbean area. Students work on basic exercises, studies, and repertoire of the Latin percussion family.

JPIM 3001
RHYTHMIC AND MELODIC IMPROVISATION EXPERIMENTAL PERCUSSION LABORATORY
(Prerequisites: Passing grade in the first year of the instrument) (Elective, 2 hours per week, group, 1 credit per semester)

Experimental workshop/seminar where the concepts of traditional and modern academic music converge with folk and improvised music using percussion instruments from the European tradition (such as the snare drum, triangle, and tambourine), folk (*bomba* drums, *panderos*, and *güícharo*), popular (conga, bongo, timbal, and drums), keyboard (marimba, xylophone, and vibraphone) and *World Music* (such as the flamenco *cajón*, the *djembe,* and the *udu* drum), among others.

JSEM 3121-3124
IMPROVISATION SEMINAR
(Prerequisites: Jazz instrument 3102, TMUS 3002) (Required, 2 hours per week, group, 1 credit)

This seminar studies the most important figures in the development of improvisation and the different traditional and contemporary music genres of the Caribbean and Jazz. Students transcribe and perform solos by musicians noted for their artful improvisation. They also identify and analyze the characteristics that define the musician's style.

JSEMDIP1-JSEMDIP2
GRADUATE DIPLOMA IN JAZZ INSTRUMENT AND CARIBBEAN MUSIC SEMINAR
(Required course, 1 hour per week, group, 0 credits)

Weekly forum to complement the individual course and the Jazz Forum, on the subject of Jazz and Caribbean music's instruments and analytical appreciation of its most representative repertoire. There are weekly assignments of pieces for performance, articles, and books, recorded pieces, research work, and oral and written reports on the most outstanding masters of their instruments, techniques, and instrumental mechanics. This course is required and also includes a weekly departmental meeting known as the Jazz Forum.

JSEMINA1-JSEMINA8
MASTER'S DEGREE IN JAZZ INSTRUMENT AND CARIBBEAN MUSIC SEMINAR
(Required course, 1 hour per week, group, 0 credits)

Weekly forum to complement the individual course and the Jazz Forum, studying its instruments and an analytical appreciation of Jazz and Caribbean music's most representative repertoire. There are weekly assignments of pieces for performance, articles, and books, recorded pieces, research work, and oral and written reports on the most outstanding masters of their instruments, techniques, and instrumental mechanics. This course is required and also includes a weekly departmental meeting known as the Jazz Forum.

JSEMPRE1-JSEMPRE2
JAZZ AND CARIBBEAN MUSIC REMEDIAL/PREPARATORY SEMINAR
(Prerequisites: Admission in the Bachelor of Music in Jazz and Caribbean Music Performance at the remedial/preparatory level) (Required, 2 hours per week, group, 0 credits)

Seminar for students at the remedial/preparatory level. It is an essential part and requirement of the preparatory Jazz and Caribbean Music Instrument course.

MUAC 4001-4002
AFRO-CARIBBEAN EXPERIMENTAL MUSIC WORKSHOP
(Required course, 2 hours per week, group, 2 credits)

The main objective of this course is to allow students to experience the range of Caribbean percussion instruments and its genres in a hands-on, practical way. This, without ruling out the integration of melodic-harmonic instruments.

MUPR 4001-4002
PUERTO RICAN MUSIC WORKSHOP
(Prerequisites: Passing grade in instrument 3102) (Required, 2 hours per week, group, 2 credits)

The main objective of this hands-on course is to allow students to experience Puerto Rican music. *Seis*, *aguinaldo*, *danza*, *mazurca*, and other genres of Puerto Rican music are included.

Piano

ACOM 4001-4002
PIANO ACCOMPANIMENT
(Prerequisites: Enrollment in LPRI 3002, PNON 4101) (Required, ½ hour per week, individual, 1 credit)

Vocal and instrumental accompaniment skills training for pianists.

ACOM 4111-4112
ACCOMPANIMENT PRACTICUM
(Prerequisite: ACOMP4002) (Required, ½ hour per week, individual, 1 credit)

Vocal and instrumental accompaniment skills practice for pianists. After completing the ACOM 4002 course, students must take this required two-semester course as practicing collaborating pianists. The accompaniment practice will consist of working in the instrument and vocal studies, where they will accompany one or two students per semester in their classes. Students will work under the supervision of a piano professor who will be in charge of coordinating and supervising the course.

ARMO 3031-3032
KEYBOARD HARMONY
(Prerequisites: TMUS 3002) (Elective, ½ hour per week, individual, 1 credit)

This course is designed to help students develop the basic skills of improvisation, transposition, and melody harmonization. It also develops creative abilities and spontaneous exposition at the keyboard. The course is aimed especially at Music Education students as a fundamental tool for their training.

ARMO 3131-3132
KEYBOARD HARMONY FOR PIANISTS
(Prerequisites: LPRI 3002, PIAN 3102) (Required, ½ hour per week, individual, 1 credit)

Class-workshop to enable the pianist to face various musical situations related to harmony as applied to the keyboard with relative freedom or ease.

CPNO 3031-3034
MUSIC FOR TWO PIANOS/FOUR HANDS
(Prerequisites: Enrollment in PNON 3101, LPRI 3001) (course required, 1 hour per week, group, 1 credit)

Study of the literature written for two pianos and four hands.

CPNO 5001-5002
MUSIC FOR TWO PIANOS/FOUR HANDS
(Graduate-level elective course, 1 hour per week, group, 2 credits)

Study of advanced-level literature written for two pianos and four hands.

DPNO 6001-6002
GRADUATE DIPLOMA IN PIANO PERFORMANCE
(Prerequisites: Admission to the Graduate Diploma Program in Piano Performance) (Required, 1 hour per week, individual, 5 credits per semester)

The course lasts one year and comprises individualized piano instruction aimed at perfecting techniques that will allow a high-level musical, technical and interpretive performance. The focus will be on broadening students' repertoire to prepare them for graduate-level auditions and strengthen instrument skills, which may lead to participation in competitions or employment with their instrument.

HITP 5001
HISTORY OF PIANO TECHNIQUE
(Prerequisites: None) (Elective, 2 hours per week, group, 1 credit)
Elective course aimed at studying the historical development of piano technique through different periods of music history. We will discuss the evolution of keyboard instruments, specifically the piano, and their impact on the development of the repertoire and schools of piano technique from the 18th century.

LPRI 3001-3002
SIGHT READING FOR PIANISTS
(Prerequisites: Enrollment in PNON 3101) (Required, 1 hour per week, group, 1 credit)

Develop sight reading skills for pianists.

MPNO 7001-7004
MASTER'S DEGREE IN PIANO
(Prerequisites: Admission to the Master of Music in Piano Performance) (Required, 1 hour per week, individual, 5 credits per semester)

The course lasts one year and comprises individualized piano instruction aimed at perfecting techniques that will allow a high-level musical, technical and interpretive performance. The focus will be on broadening students' repertoire to prepare them for graduate-level auditions and strengthen instrument skills, which may lead to participation in competitions or employment with their instrument.

ORGN 5011-5012
COMPLEMENTARY ORGAN
(Graduate-level elective course, 1 hour per week, individual, 2 credits)

Individualized instruction to develop basic skills and technique; use and operation of the organ.

ORGN 4001-4002
COMPLEMENTARY ORGAN
(Prerequisites: PLAB 3012, or PNON 3084, or PNON 3102) (Elective, ½ hour per week, individual, 1 credit)

Individualized instruction to develop basic skills and technique; use and operation of the organ.

PIAN 2001-2002
REMEDIAL/PREPARATORY PIANO
(Prerequisites: Admission to the Bachelor of Music in Piano Performance at the remedial/preparatory level) (Required course, 1 hour per week, individual, 2 semesters, 0 credits)

Remedial one-year course in which students will develop the basic skills required for their instrument with the objective of preparing them for first-year admission.

PIAN 3001-3012
COMPLEMENTARY PIANO
(Prerequisites: JPNO 3012, or PLAB 3012, or PNON 4022) (Elective, ½ hour per week, individual, 1 credit)

This course is designed for students of all instruments and majors, as an elective, to further develop piano skills.

PIAN 5001-5002
COMPLEMENTARY PIANO
(Graduate-level elective course, ½ hour per week, individual, 1 credit)

This course is designed for students of all instruments and majors, as an elective, to further develop piano skills.

PIAN 5011-5012
COMPLEMENTARY PIANO
(Graduate-level elective course, 1 hour per week, individual, 2 credits)

This course is designed for students of all instruments and majors, as an elective, to further develop piano skills.

PLAB 3001-3002
KEYBOARD STUDIES I-1, I-2
(Prerequisites: Enrollment in SOLF 3001) (Required, 1 hour per week, group, 1 credit)

Group instruction to develop basic performance skills and technique; use and operation of the piano. Study of basic chords and progressions, major scales and their arpeggios, sight reading, harmonization of simple melodies, and basic-level repertoire.

PLAB 3011-3012
KEYBOARD STUDIES II-1, II-2
(Prerequisites: PLAB 3002) (Required, 1 hour per week, group, 1 credit per semester)

Laboratory course designed to develop practical aural and theoretical keyboard skills essential for performing as professional musicians.

PLIN 4001-4002
PIANO LITERATURE
(Prerequisites: PNON 3112) (Required, 3 hours per week, group, 3 credits per semester)

Study of the literature for keyboard instruments, from its origins to Beethoven's first period. Students become familiarized with the instrument's the most important repertoire.

PNON 3101-4112
PIANO
(Prerequisites: Admission to the Bachelor of Music in Piano Performance at the first-year level) (Required, 8 semesters, 1 hour per week, individual, 4 credits per semester)

Study and interpretation of piano technique and repertoire.

PNON 4401-4402
POST-FOURTH-YEAR PIANO
(Prerequisites: Passing grade in instrument course 4112, presenting and passing the graduation recital) (Optional course, 1 hour per week, individual, 0 credits)

Individual class aimed at broadening and perfecting the repertoire for students that have completed and passed their 4112 instrument course. The course's repertoire will be determined jointly by the professor and the student.

PPED 4001
PIANO PEDAGOGY
(Prerequisites: PNON 4102) (Required, 2 hours per week, group, 1 credit)

Course for advanced-level piano students where they will learn teaching techniques and methods and give individual classes to beginner students under a professor's supervision.

SEMIDIP 1-SEMIDIP 2
GRADUATE DIPLOMA IN PIANO PERFORMANCE SEMINAR
(Prerequisites: Admission to the Graduate Diploma in Piano Performance program) (Required, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. The purpose of this course is to develop their technique and performance skills as well as the pedagogical and intellectual aspects of their studies. This course is an essential part and requirement of the Graduate Diploma in Piano Performance.

SEMINAR 1-SEMINAR 8
PIANO SEMINAR
(Required course for the individual Piano class, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they develop with their piano professors. This course is intended to help students develop their technique and performance skills as well as the pedagogical and intellectual aspects of their studies. This is an essential part and requirement of the Piano course.

SEMIMAS 1-SEMIMAS 4
MASTER'S PIANO SEMINAR
(Prerequisites: Admission to the Piano Performance master's program) (Required, 2 hours per week, group, 0 credits)

Weekly forum where students perform pieces they prepared and rehearsed with their professors. The purpose of this course is to develop their technique and performance skills as well as the pedagogical and intellectual aspects of their studies. This course is an essential part and requirement for the Piano master's degree.

SEMIPRE1-SEMIPRE2
REMEDIAL/PREPARATORY SEMINAR
(Prerequisites: Admission to the instrument program at the remedial/preparatory level) (Required, 2 hours per week, group, 0 credits)

Piano Seminar for Students at the Remedial/Preparatory Level. It is an essential part and requirement of the Preparatory/Remedial Piano course.

Music History, Courses

TEMA 5112
MUSIC LANGUAGE IN THE MIDDLE AGES AND THE RENAISSANCE: WRITING, THEORY, AND INSTRUMENTS
(Prerequisites: REMEHIST or HIST 3012) (Elective, 3 hours per week, group, 3 credits)

Study and analysis of the development of four fundamental aspects of the art of music during the Middle Ages and the Renaissance: polyphony, music notation, musical instruments, and the transition from the modal system to the tonal system.

TEMA 5113
INTRODUCTION TO ETHNOMUSICOLOGY (WORLD MUSIC)
(Prerequisites: REMEHIST or HIST 3012) (Elective, 3 hours per week, group, 3 credits)

Introduction to ethnomusicology and the study of World Music traditions. Ethnomusicology—as a discipline that studies World Music from other perspectives than traditional musicology—provides the most appropriate theoretical framework for the course subject.

TEMA 5115
METHODS AND TECHNIQUES OF ETHNOMUSICOLOGY RESEARCH
(Prerequisites: REMEHIST or HIST 3012) (Elective, 3 hours per week, group, 3 credits)

Continuation of the introductory ethnomusicology course. This course delves deeper in the research methods practiced in the discipline to give students the necessary tools to conceptualize, design and carry out a variety of ethnomusicological research and analysis projects.

TEMA 5116
MUSIC AESTHETICS
(Prerequisites: REMEHIST or HIST 3012) (Elective, 3 hours per week, group, 3 credits)

Thematic course based on the theoretical foundations of the disciplines that make up music aesthetics. Study of the most significant moments in the history

of music aesthetics, the subject's fundamental theoretical-systematic problems, and application of this knowledge to each specialization—composition, performance, music education and musicology, among others.

TEMA 5128
HISTORY OF ROCK
(Prerequisites: REMEHIST or HIST3012) (Elective, 3 hours per week, group, 3 credits)

Study the historical development of Anglo-Saxon Rock (United States, Canada, United Kingdom) through its greatest exponents, from its roots to its current aspects.

TEMA 5136
LATIN AMERICAN WOMEN COMPOSERS
(Prerequisites: HUMA 3002, REMEHIST or HIST 3012) (Elective, 3 hours per week, group, 3 credits)

This course will study female classical music composers from Latin America, from colonial times to the present. We will study the history of women in Latin American music to bring their contributions to their country and region's musical culture to the fore. We will also analyze the historical challenges of women musicians and their particular way of approaching art in Latin America, including research on music and gender.

Music Theory

TEMA 4008
FILM MUSIC COMPOSITION
(Prerequisites: CMUS 3001 or CMUF 3001, CMUS 3003, COMN 3112 or ICOM 3002, JPNO 3012 or PLAB 3012, SOLF 3012 or SOLF JAZZ2, TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Studying, analyzing, and listening to soundtracks, soundtrack scores and audiovisual extracts; theoretical harmonic and melodic analysis of soundtrack scores; brief composition exercises for film genres and styles; introduction to film music and the tools needed; and final composition of a short film or visual fragment.

TEMA 5001
MUSIC LANGUAGE OF THE 20th CENTURY
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Formal, harmonic, and aesthetic evolution of music language in the 20th century. Emphasis on listening to and analyzing works by representative composers.

TEMA 5002
EUROPEAN AVANT-GARDE IN THE 1960S: ORTHODOXIES AND HETERODOXIES
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of avant-garde trends that crystallized in Europe in the sixties from the analytical, compositional, and sociocultural perspective of six composers: Pierre Boulez, Karlheinz Stockhausen, Luigi Nono, Luciano Berio, Hans Werner Henze, Bernd Alois Zimmermann.

TEMA 5003
COMPOSITION AND ANALYSIS TECHNIQUES IN CONTEMPORARY ATONAL MUSIC
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

This course focuses on analysis and composition and explores harmonic and melodic aspects as well as considerations of form and texture as related to three fundamental areas in the field of atonal music: free atonality, central music, and twelve-tone music using the theory of the "sound sets" or "pitch-class set theory."

TEMA 5004
REHARMONIZATION TECHNIQUES
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of reharmonization techniques in existing compositions of various styles. Application of reharmonization techniques to develop introductions, interludes, modulations, and extended endings.

TEMA 5111
BAROQUE COUNTERPOINT TECHNIQUE
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Studies Baroque counterpoint as applied to period works, from canons to fugues.

TEMA 5114
BEETHOVEN AND HIS NINE SYMPHONIES
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

This course studies the historical, orchestral, and formal aspects of the nine symphonies composed by Ludwig van Beethoven.

TEMA 5117
STRAVINSKY: BALLET MUSIC
(Prerequisites: SOLF 3012, REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)
This course studies the historical, orchestral, and formal aspects of Igor Stravinsky's most influential works. The social and economic aspects that influenced his compositional style will also be discussed.

TEMA 5118
ANALYSIS APPLIED TO MUSIC INTERPRETATION
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Practical course of music analysis as applied to interpretation.

TEMA 5119
ANALYSIS OF 20th CENTURY AND CONTEMPORARY STRING QUARTETS
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Application of analytical techniques to selected 20th century and contemporary works of the string quartet repertoire.

TEMA 5120
INTRODUCTION TO SCHENKERIAN ANALYSIS
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Introductory analytical course that studies the theory of structural levels and tonal relationships, as well as the terminological aspects and graphical notation developed by the Viennese theorist Heinrich Schenker (1868-1935).

TEMA 5121
SOLO PIANO SONATAS OF LUDWIG VAN BEETHOVEN
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

This course studies the historical, formal, and interpretive aspects of Ludwig van Beethoven's solo piano sonatas.

TEMA 5122
INTRODUCTION TO FILM MUSIC COMPOSITION
(Prerequisites: PLAB 3002, REMETEOR or TMUS 3012, SOLF 3012) (Elective, 3 hours per week, group, 3 credits)*
Introductory thematic course focused on listening to and analyzing soundtracks with visual extracts and historical-biographical data, learning and using the basic tools to make a soundtrack, and the musical composition of visual fragments in an imitative and original way.

**Piano performance students will be exempt from this requirement.*

TEMA 5123
THE MUSIC OF THE BEATLES
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Studying, analyzing, and listening to the most influential songs of the Beatles. Structural elements, harmonic progressions, instrumentation, production, philosophy, and techniques in their music creation, as well as the historical and social context of their music.

TEMA 5124
LIFE AND MUSIC OF JOHANN SEBASTIAN BACH
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of some of the most important works of Johann Sebastian Bach in their historical and biographical context. The course begins with a general introduction to the historical background and situation of European music at the end of the 17th century; continues through the urban centers where Bach was active, from his childhood in Eisenach to the culmination of his career in Leipzig; and discusses the most important works produced throughout his career, the influences relevant to the development of his music style, as well as his reception and subsequent influence over the course of music history, including his relevance to the movement of historical interpretation that developed during the 20th century.

TEMA 5125
MINIMALISM AND POST-MINIMALISM
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Historical and theoretical exploration of the movement known as minimalism in the 20th and 21st centuries. The course studies the most important figures from the beginnings of this movement, their mutual influence, and their relationship with the visual arts. It includes composers reacting to Minimalism in different ways from the mid-1970s to the influence of this movement in the 1980s, 1990s and the present.

TEMA 5126
19th CENTURY GERMAN ART SONG
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of the elements of the German song of the 19th century, focusing on the music of its greatest exponents: Schubert, Schumann, Brahms, and Wolf. The interrelationship between text, harmony, and form in song cycles will be analyzed to examine connections between their parts. Songs that are not part of the cycles will also be analyzed.

TEMA 5127
***EL CIMARRÓN*: HENZE, ALEA, THE CARIBBEAN AND REVOLUTION**
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

German composer Hans Werner Henze (1926-2012) lived in Cuba during much of 1969. The initial reason for this residence in the Caribbean was to work on staging his sixth symphony; it premiered in Havana, where he directed and conducted an ad-hoc orchestra of students and retired musicians.

TEMA 5129
COUNTERPOINT TECHNIQUES IN THE ART OF THE FUGUE
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of counterpoint techniques in the Art of the Fugue. After completing the course, students will understand the theory of counterpoint techniques and resources used by J. S. Bach in The Art of the Fugue. They will be able to analyze and explain these techniques in similar pieces and will have some practical experience in applying them.

TEMA 5130
FROM SYNTAX TO SEMANTICS: 20th CENTURY THEORIES OF ANALYSIS AND COMPOSITION
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

This historical and theoretical course examines the progressive development of pedagogical currents in conjecture and composition circles, from Rameau's (1722) and Fux's (1725) influential treatises until the threshold of the 20th century. The course focuses mainly on exploring areas of harmony and counterpoint, and complements with aspects of melody, form, and rhythm.

TEMA 5131
LATIN AMERICAN MUSIC STUDY AND RESEARCH
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

What is the connection between Puerto Rican danza and popular music such as Dominican merengue, salsa, and reggae? How do folklore, popular music

and classical music intersect in the creation of genres such as tango and zarzuela in Latin America? This course intends to answer these and other questions through the study of musical theories, practices, styles, and relevant figures to examine how Latin Americans have used music to face conflicts, define their identities and create new means of expression that satisfy both their interests and foreign interests. The seminar mainly discusses contexts and issues related to the Latin American music experience. This approach transcends the traditional framework of studying music by country, cultural group or genre and aims to highlight the shared historical processes and contemporary realities that shape both musical practices and their reception. We will delve into specific styles, musicians, and genres of certain regional practices through selected case studies. Students must deliver a final research project that will allow the opportunity to study topics related to their particular interests. The design of this course provides basic music research skills, taking previous research in Latin American music as the object of study.

TEMA 5133-5134 (CNPT 3001-3002)
TONAL COUNTERPOINT
(Prerequisite: REMETEOR or TMUS 3012) (Required for students in the Composition major, elective course for other majors, 3 hours per week, group, 3 credits)

This practical course focuses on the systematic development of the art of counterpoint from a tonal framework. The course introduces aspects inherent to composition techniques trough continuous counterpoint writing exercises and by listening to and analyzing period pieces (with special attention to the work of J. S. Bach). The course explores the harmonic implications of textures for two voices, choral conducting, the treatment of dissonances, melodic structures, and aspects of harmonic organization and imitation.

TEMA 5135
FRENCH ART SONG FROM BERLIOZ TO POULENC
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

Study of the French art song, from the beginning of the 19th century to the heyday of the *mélodie de la Belle Époque* (1870-1918) and its aftermath. The emphasis will be on *mélodie de la Belle Époque* composers (Fauré, Duparc, Hahn, Debussy, Ravel, Poulenc), without neglecting Romanticism composers. The repertoire of the *mélodie* will be studied in its: [1] historical and analytical musical aspects, [2] literary aspects (including the poets especially associated

with the *mélodie*), [3] music-text relationship, and [4] great performers of the past and present.

TEMA 5813
MUSIC, PHYSICS AND MATHEMATICS
(Prerequisites: REMETEOR or TMUS 3012) (Elective, 3 hours per week, group, 3 credits)

This course explores the physical and mathematical principles of sound and the Western music system, and the application of mathematical concepts to musical analysis and composition.

TEMA 5137
MUSICAL FORMS IN CLASSICISM 1
(Prerequisites: REMETEOR or TMUS 3012) (Musical elective course, 3 hours per week, group, 3 credits)

In-depth study of classical musical forms. A thorough and comprehensive analysis of the structural and rhetorical elements that provide unity and balance in the works of Mozart, Haydn, and Beethoven.

TEMA 5138
MUSICAL FORMS IN CLASSICISM 2
(Prerequisites: REMETEOR or TMUS 3012) (Musical elective course, 3 hours per week, group, 3 credits)

In-depth study of the Sonata Forms in all their variants, with emphasis on the works of the classical period. A thorough and complete analysis of the structural and rhetorical elements that provide unity and balance in the works of Mozart, Haydn and Beethoven.

TEMA 5139
HISTORY OF OPERA
(Prerequisites: REMETEOR/HIST3012*) (Required course for MM in singing and musical elective for other concentrations, 3 hours per week, group, 3 credits)*

History of opera from the beginnings to the twentieth century.

TEMA 7001
ADVANCED LEVEL FORM AND ANALYSIS
(Prerequisites: Graduate level: having passed the Theory validation exam or the REMETEOR remedial theory course. Undergraduate students who wish to enroll in this course must have the authorization of the course professor and Dean of Academic Affairs. It will be required to have passed TMUS3012. The undergraduate-level student is expected to meet the same standards, perform the same work, and perform similarly to a graduate-level student.) (3 hours per week, group, 3 credits)

Graduate-level course focused on the harmonic and formal analysis of works composed in the first half of the twentieth century, with particular emphasis, although not exclusively, on the study of works that maintain some tonal gravity.

AMUP 2001-2002
PREPARATORY MUSIC APPRECIATION
(Course requirement for New students in SOLF2101-2102, 2 hours per week, group, 0 credits)

A required course designed for new students at the preparatory level of ear training, introducing fundamental concepts of musical appreciation.

Theory

REMETEOR
REMEDIAL THEORY
(Remedial online course, 3 hours per week, group, 0 credits)

The Remedial Theory course is designed for graduate students that did not pass the diagnostic Theory exam administered as part of the admission process. The purpose of the course if to strengthen identified shortcomings. Students that do not pass the diagnostic exam are required to take and pass this course before enrolling in the graduate-level Theory and Analysis course.

SOLF 2101-2102
PREPARATORY EAR TRAINING
(Remedial course, 6 hours per week, group, 1.5 hours of laboratory per week, 0 credits)

Remedial course for students with theoretical, ear training, rhythmic, or intonation weaknesses. Develops the minimum skills necessary for Music Theory I and Ear Training I courses.

SOLF 3001-3002
EAR TRAINING 1
(Required course, 4 hours per week, group, 1 hour of laboratory per week, 2 credits)

Course for the development of basic aural skills, theory, rhythmic reading, and intonation.

SOLF 3011-3012
EAR TRAINING 2
(Prerequisites: SOLF 3002) (Required course, 4 hours per week, group, 1 hour of laboratory per week, 2 credits)

Course for the development of advances aural skills, theory, rhythmic reading, and intonation.

SOLFJAZ 1-SOLFJAZ 2
JAZZ EAR TRAINING
(Prerequisites: SOLF 3002) (Required course, 4 hours per week, group, 1 hour of laboratory per week, 2 credits)

Course for the development of advanced aural skills, theory, rhythmic reading, and intonation geared toward students of the Bachelor of Music in Jazz and Caribbean Music Performance program.

TMUS 3001
THEORY 1
(Prerequisites: Enrollment in or a passing grade in SOLF 3001, or enrollment in COMP 2001 or COMP 2002) (Required course, 3 hours per week, group, 3 credits)

Review and study of theoretical, harmonic, and formal concepts such as tonality, triads, inversions, harmonic relationships, cadences, phrases, harmonic progressions, general concepts of polyphony, and motions of voices and simple forms.

TMUS3002
THEORY 2
(Prerequisites: TMUS 3001) (Required course, 3 hours per week, group, 3 credits)

Study of theoretical, harmonic, and formal concepts such as modulation to close keys, secondary dominants, ornaments and sonata forms, theme and variations, counterpoint, and the blues.

TMUS 3011
THEORY 3
(Prerequisite: TMUS 3002) (Required course, 3 hours per week, group, 3 credits)

Study of advanced chromatic concepts of traditional European musical language and Jazz, such as Neapolitan and augmented sixths, modulation to distant keys, tritone substitution, and modal interchange. Study of orchestral scores and writing for transposing instruments.

TMUS 3012
THEORY 4
(Prerequisites: TMUS 3011) (Required course, 3 hours per week, group, 3 credits)

Study of the evolution of traditional harmonic resources and the introduction of new harmonic languages since the second half of the 19th century. Introduction to music in the 20th century and advanced jazz concepts.

FACULTY

The faculty list is available at the following address: https://cmpr.edu/facultad/

ADMINISTRATIVE STAFF

Please access the administrative staff list at the following address: https://cmpr.edu/cmpr/administracion/

STUDY EXPENSES

By its nature as a public conservatory, the institution substantially subsidizes educational costs, which means our study expenses are among the lowest in the island and possibly in the Americas for our kind of institution.

Study fees, which include the corresponding rights and dues, will be paid on a semi-annual basis. If the student has not paid his/her tuition on or before the term stipulated in the academic calendar, the tuition will be cancelled. University program students who are dependent children of regular Conservatory employees will be exempt from paying tuition but will pay the corresponding fees.

Bachelor Programs

Costs

Cost per credit.....	$105.00
Cost per credit international students.....	$125.00
Remedial instrument.....	$420.00
Preparatory ear training (remedial).....	$420.00
Charge per preparatory Music Appreciation course seminar....	$105.00
Charge per University Life seminar.....	$105.00
Charge per instrument/voice seminar.....	$105.00
Charge per music education seminar.....	$105.00
Auditing (per course).....	$95.00
Post-fourth year instrument course.....	$420.00

Basic Semester Fee

Registration fee (non-refundable).....	$70.00
Instrument maintenance fee.....	$55.00
Maintenance fee (non-refundable).....	$150.00

Technology fee..... $150.00

Graduation recital fee..... $75.00
Summer fee..... $175.00

Collaborating Pianist

Voice (1st to 4th year): ½-hour weekly rehearsal with collaborating pianist only..... $150.00

Voice (optional)–Junior Recital/Graduation Recital Semester: ½-hour weekly rehearsal with collaborating pianist and ½ in the individual class..... $300.00

Voice (optional) - Graduation Recital Semester (4th year): 1-hour weekly rehearsal with collaborating pianist and ½ in the individual class..... $450.00

Instruments (3rd and 4th year): ½-hour weekly rehearsal with collaborating pianist only..... $150.00

Instruments (optional) - Graduation Recital Semester: ½-hour weekly rehearsal with collaborating pianist and ½ in the individual class..... $300.00

Instruments (optional) - Graduation Recital Semester: 1-hour weekly rehearsal with collaborating pianist and ½ in individual class..... $450.00

Music Education (optional) - Exam by jury semester: ½-hour weekly rehearsal with collaborative pianist only... $150.00

Composition (optional) - Exam by jury semester: ½-hour weekly rehearsal with collaborating pianist only..... $150.00

Incidental Fees

Undergraduate admission fee (non-refundable)..... $75.00

Late admission fee undergraduate level (non-refundable).... $100.00

Application for admission undergraduate and graduate international students (non-refundable)..... $125.00

Application for late admission undergraduate and graduate international students (non-refundable).....	$150.00
Readmission fee (non-refundable).....	$75.00
Late admission fee for undergraduate and graduate international students (non-refundable).....	$150.00
Late readmission fee (non-refundable).....	$100.00
Confirmation of attendance fee.....	$75.00
Confirmation of attendance fee for international students	$150.00
Change of major.....	$17.00
Teacher Certification Program application.....	$50.00
Late application for Teacher Certification Program.....	$75.00
Request for Incomplete (per course).....	$30.00
Equivalency Exam (per credit).....	$105.00
Graduation Fee (diploma and gown, non-refundable).....	$100.00

Graduate Programs

Costs

Cost per credit (Diploma and Master's Degree).....	$180.00
Cost per seminar.....	$180.00
Cost per credit international students (Diploma and Master's Degree).....	$200.00

Other Fees and Costs

Remedial Theory and History (per semester, per course) *(Remedial history incurs an additional charge of $85.00)*	$160.00
Admission fee (non-refundable).....	$100.00

Readmission fee (non-refundable).....	$100.00
Late admission fee (non-refundable).....	$125.00
Tuition fee (non-refundable).....	$75.00
Instrument maintenance fee (non-refundable).....	$55.00
Maintenance fee (non-refundable).....	$150.00
Technology fee (non-refundable).....	$150.00
Graduation fee (non-refundable).....	$100.00
Collaborating Pianist (Diploma) Voice and instrument class.....	$150.00
Recital	$300.00
Graduation recital fee (non-refundable)	$75.00
Thesis fee (per semester until completion)*	$175.00
Review and other activities (as applicable)	$25.00

**The thesis fee will be paid per semester until the student approves his or her Master's Thesis. This will allow him/her to remain active students. The thesis must be completed within the established maximum time frame of six years or twelve semesters.*

Cost of Prints and Photocopies

Printing and photocopying at the Resource Center and Library's printing and copying machines costs 10 cents on any size paper.

Other Study Programs

Application for admission Continuing Education Program	$50.00
Late application for admission to Continuing Education	

Program..... $75.00

Cost per credit Continuing Education Program $180.00

Application for admission Teacher Certification Program..... $50.00

Late application for admission Teacher Certification Program..... $75.00

Cost per credit Teacher Certification Program $180.00

Other Costs, Surcharges and Services

Student medical plan (subject to change) $1,279.44

The Puerto Rico Conservatory of Music requires that all students be covered by the institution's Health Plan. If the student does not wish to take advantage of the institution's health insurance, he/she must present evidence of having a valid private medical plan on the day of enrollment.

Duplicate Identification Card $10.00

Extended tuition fee $50.00

Late registration fee..... $150.00

An initial fee will be charged for registrations made after the last day of enrollment as specified in the academic calendar.

Students who have not completed the registration process after the first week of classes will not be considered for late registration. Under no circumstances will any student be enrolled during the third week of classes.

Academic records (transcripts)..... $5.00

Duplicate class schedule $1.00

Certificate of studies $1.00

Copy of concerts and activities
(per audio or video copy)..... $15.00

Administrative Fines Undergraduate and Graduate Levels

The library will set fines for failure to return borrowed circulation material at the rate of fifty cents ($.50) per day per resource. For material in Reserve, one dollar ($1.00) will be charged for each hour that has elapsed from the loan expiration period to the time of delivery.

In case of loss or return of incomplete or mutilated material, the student will pay the replacement cost of the material and the folder at the current market price, plus a processing fee of twenty-five dollars ($25.00).

Note: The Conservatory reserves the right to review costs and fees periodically. Any changes will be published as an addendum to the Catalog.

Making Payments

Payment of tuition charges, fees, or fines must be made exclusively at the Conservatory's Bursar's Office. The official invoice must be presented at the time of payment. Accepted forms of payment include cash, VISA, MASTERCARD, DISCOVER, ATH, certified check, money order, cashier's check, or personal or corporate check made payable to the Corporation of the Puerto Rico Conservatory of Music. No subsequent claim will be accepted if the person does not have the official numbered receipt as evidence of having made the corresponding payment.

Student Debtors

No student debtor may receive transcripts, file for withdrawal, or any other service from the institution. The student will not be able to enroll, apply for readmission, or graduate without first paying all outstanding debts and fines.

Deferred Tuition Payment Plan (Extension)

Aware of the need to help its students, the Puerto Rico Conservatory of Music has established a Deferred Tuition Payment Plan for the benefit of students who, for some valid excuse, cannot make the full payment on the date stipulated in the Academic Calendar.

The deferred tuition payment divides the student's total tuition cost per semester into three installments.

To request an extension, the following steps must be followed:

1. Any student may request deferred tuition payment from the Billing and Accounts Receivable Officer on the day he/she is summoned to make his/her corresponding tuition payment. To qualify for this benefit, the student or custodian (in the case of a minor) must present a credit card such as Visa, MasterCard or Discover.
2. The Billing and Accounts Receivable Officer will fill out the corresponding application and deliver a payment stub indicating the amount corresponding to one third of the balance due, which the student must take to the Bursar's Office in order to make said payment. If the student does not pay one third of the balance due with the extension application, the request will not be processed.
3. After making the corresponding payment, the student will present evidence of the payment to the Billing and Accounts Receivable Officer, who will be responsible for formalizing the deferred payment agreement.
4. If the application is approved, the student must fill out an authorization for the automatic charges to the credit card on the established dates.
5. The deferred tuition payment benefit has an additional $50.00 charge, which will be added to the total tuition.
6. All balances must be paid on or before the last date stipulated in the Academic Calendar. If this balance is not paid, the student's enrollment will be cancelled. Until the student makes the corresponding payment, all services will be suspended, and he/she will not be able to attend classes.
7. Students who applied late for financial aid and have not received notification of approval by the date of tuition payment must make a deferred tuition payment.
8. Students whose tuition is cancelled due to debt will not be eligible for deferred tuition payment in subsequent semesters.
9. Failure to comply with payment arrangements will result in the account being referred to a collection agency for an additional $20.00 fee.

Honor Roll

Funds from this scholarship will be credited directly to the cost of tuition and applicable fees. Up to a maximum of fifty percent (50%) of the total cost of tuition will be awarded, subject to the balance available in the Scholarship Endowment Fund of the Puerto Rico Conservatory of Music.

Rules and Requirements

1. Be a regular undergraduate student at the institution with an academic load of 12 credits or more (except in the graduation semester).
2. Have passed the first year in the major in which he/she was admitted and have passed a minimum of 38 to 44 credits, according to the bachelor's degree the student is pursuing. Credits transferred from another educational institution will not be taken into consideration.
3. Maintain an overall cumulative GPA of 3.80 points on a scale of 0.00 to 4.00 points.
4. Maintain a cumulative GPA of 4.00 points in their major.
5. Have passed at least two thirds of the credits in which he/she enrolled the previous semester.

Not Eligible for Exemption Benefit

1. Students in the remedial/preparatory student classification.
2. Students with an academic load of less than 12 credits (except in the graduation semester).
3. Student debtors.
4. Students on academic probation.
5. Students in graduate programs: Graduate Diploma and Master of Music.
6. Students of the Teacher Certification Program.
7. Students of the Continuing Education Program.
8. Students who have received grades of incomplete or previously withdrawn from the institution.

Institutional Reimbursement Policy

Enrollment Cancellation

The student will be refunded 100% of all tuition fees paid if he/she cancels enrollment during the enrollment period and up to the day before the beginning of classes. The $70.00 registration fee paid at registration is non-refundable.

The application for a cancellation of enrollment must be processed in writing as a withdrawal at the Registrar's Office and the Finance Office within the period indicated above.

Withdrawals

Students who withdraw during the first three weeks of classes will receive a refund of tuition and special fees (with the exception of the registration fee) in accordance with the following provisions:

1. If the withdrawal occurs during the first week of classes, the institution will reimburse 75% of the tuition.
2. If the withdrawal occurs during the second week of classes, the institution will reimburse 50% of the tuition fee.
3. If the withdrawal occurs during the third week of classes, the institution will reimburse 25% of the tuition fee.
4. If the withdrawal occurs after the third week of classes, the institution will not grant any refund.

UPDATES TO THE CATALOG

The Puerto Rico Conservatory of Music may publish modifications to this catalog for the purpose of updating it, if necessary. Modifications will be contained in the official document *Addendum to the Catalog.* This will be available on the Conservatory's website at: Catálogo – Conservatorio de Música de Puerto Rico (cmpr.edu)

CONSERVATORIO
DE MÚSICA DE PUERTO RICO

Puerto Rico Conservatory of Music
951 Avenida Ponce de León
San Juan, Puerto Rico 00907-3373

Phone: (787) 751-0160
Fax: (787) 766-1216
https://cmpr.edu/

This document is subject to change.

ACREDITATIONS

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MIDDLE STATES COMMISSION ON HIGHER EDUCATION

NASM
NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC

Conservatorio de Música de Puerto Rico
951 Ave. Ponce de León
San Juan, Puerto Rico 00709

Calendario Académico
Primer Semestre 2025-2026

Julio 2025	
martes, 29 al jueves, 31	Procesos en línea para estudiantes que realizaron la prematrícula: ajustes al programa de clases, matrícula y pagos.
Agosto 2025	
viernes, 1	Último día para procesos en línea para estudiantes que realizaron la prematrícula: ajustes al programa de clases, matrícula y pagos.
viernes, 1	Matrícula presencial de estudiantes que NO hicieron prematrícula. Trámites de asistencia económica y oficina de finanzas. (Estudiantes de Bachillerato 2do a 4to año y programas Graduados)
lunes, 4	Orientaciones de Vida Universitaria para los estudiantes de nuevo ingreso
	Examen teórico para estudiantes internacionales
	Trámites de asistencia económica y oficina de finanzas.
martes, 5	Matrícula presencial para estudiantes de readmisión, programas de certificación y programa de educación continua.
	Fecha límite para: - pagos en línea de matrícula (sin recargo) o en la Oficina de Recaudaciones. - efectuar primer pago de matrícula con prórroga en la Oficina de Recaudaciones.
	Audiciones Conjuntos Mayores (Orquesta y Banda de Conciertos) para estudiantes de nuevo ingreso
miércoles, 6	Audiciones Conjuntos Mayores (Orquesta y Banda de Conciertos) para estudiantes de nuevo ingreso
jueves, 7	Pagos de matrícula **con recargo**
	No hay matrícula. Día de análisis y entrada de datos.
	Audiciones Conjuntos Mayores (Orquesta y Banda de Conciertos) para estudiantes de nuevo ingreso
viernes, 8	Reunión general de Facultad
	No hay matrícula. Día de análisis y entrada de datos. Fecha límite de pagos (con recargo) hasta las 12pm. Luego de la 1 pm se cancela la matrícula de estudiantes que no pagaron matrícula ni primer plazo de prórroga.
lunes, 11	Comienzo de clases
	No se realizarán cambios ni ajustes a créditos matriculados.
viernes, 15	Fecha límite para remover calificaciones de incompleto
sábado, 16	Comienzo de clases que se reúnen sábados
	Fecha límite para que la facultad haga entrega de la carga académica revisada de manera electrónica.
Septiembre 2025	
lunes, 1	Feriado: Día del Trabajo (no hay clases)
viernes, 12	Fecha límite para efectuar el segundo pago de matrícula con prórroga en Recaudaciones
	Fecha límite para solicitar participación en la Competencia de Conciertos del Conservatorio de Música de Puerto Rico

viernes, 19	Fecha límite para solicitar defensa de propuesta de tesis, tesis de maestría y exámenes comprensivos
Octubre 2025	
martes,7 y miércoles, 8	Examen departamental de solfeo preparatorio
jueves 9 y viernes 10	Exámenes de mitad de término(“midterms”) Departamento de Jazz y Música Caribeña
viernes, 10	Fecha límite para efectuar el tercer pago de matrícula con prórroga
lunes, 13	Feriado: Día de la Raza (no hay clases)
lunes, 20	Comienza consejería académica y prematrícula para el segundo semestre
jueves, 23	Informe de calificaciones parciales
viernes, 24	Fecha límite para solicitar: - bajas parciales de cursos, - cambio de concentración, - examen de convalidación de cursos, - admisión a los programas de certificación de maestros, certificación en el negocio de la música, educación continua y readmisiones al programa universitario.
sábado, 25	Competencia de Conciertos del Conservatorio de Música de Puerto Rico
Noviembre 2025	
martes, 11	Feriado del Día del Veterano (no hay clases)
miércoles, 19	Feriado: Día de la Cultura Puertorriqueña y del Descubrimiento de Puerto Rico (no hay clases)
jueves, 20	Terminan cursos que se reúnen jueves solamente
viernes, 21	Termina consejería académica y prematricula para el segundo semestre
	Fecha límite para radicar solicitud de graduación mayo 2026
	Fecha límite para la entrega de propuestas de tesis y tesis de maestría
	Terminan cursos que se reúnen viernes solamente
sábado, 22	Terminan cursos que se reúnen los sábados solamente
lunes 24 al sábado 29	Receso académico: Acción de Gracias
Diciembre 2025	
martes, 2	Terminan cursos que se reúnen martes solamente
	Terminan cursos que se reúnen martes y jueves
miércoles, 3	Terminan cursos que se reúnen miércoles solamente
	Terminan cursos que se reúnen martes, miércoles y jueves
jueves, 4	Terminan cursos que se reúnen lunes, martes, miércoles y jueves
viernes, 5	Fecha límite para entregar solicitud de admisión agosto 2026
	Entrevistas a candidatos al programa de certificación de maestros y negocio de la música
	Fecha límite para solicitar repaso examen de teoría y dictado candidatos a nuevo ingreso agosto 2026
	Terminan cursos que se reúnen lunes, miércoles y viernes
lunes, 8	Terminan cursos que se reúnen lunes solamente
	Terminan cursos que se reúnen lunes y miércoles
	Fecha límite para radicar baja total
martes, 9	Examen Departamental de Solfeo y Jurado de Solfeo
miércoles 10 al viernes 12	Exámenes finales (jurados de instrumento, composición, defensas de propuesta de tesis y tesis de maestría y exámenes comprensivos)
miércoles, 17	Fecha límite para registro de calificaciones
jueves, 18	Comienzo de receso académico

Versión: abril 2025

Este calendario está sujeto a cambios

Conservatorio de Música de Puerto Rico
951 Ave. Ponce de León
San Juan, Puerto Rico 00709

Calendario Académico
Segundo Semestre 2025-2026

Enero 2026	
miércoles 7 al viernes 9	Ajustes al programa de clase, matrícula y pagos **en línea** para estudiantes que hicieron la prematrícula
viernes 9	Matrícula presencial de estudiantes que NO hicieron prematrícula
viernes 9 al domingo 11	Comienzo de cursos Orff y Suzuki
lunes 12	Matrícula y pago presencial para estudiantes de readmisión, programas de certificación y programa de educación continua.
	Fecha límite para: - pagos en línea de matrícula (sin recargo) o en la Oficina de Recaudaciones. - efectuar primer pago de matrícula con prórroga en la Oficina de Recaudaciones.
martes 13	Pagos de matrícula **con recargo** en Oficina de Recaudaciones
miércoles 14 y jueves 15	No hay matrícula. Día de análisis y entrada de datos. Cancelación de matrícula de estudiantes que no pagaron matrícula ni primer plazo de prórroga.
viernes 16	Reunión general de facultad
	Fecha de solicitud tardía de Graduación
sábado 17	Repaso examen de teoría y dictado para candidatos a nuevo ingreso
lunes 19	Feriado: Natalicio del Dr. Martin Luther King Jr. (no hay clases)
martes 20	Comienzo de clases.
	Fecha límite de pagos (**con recargo**). No se realizarán cambios ni ajustes a créditos matriculados.
viernes 23	Fecha límite para remover calificaciones de incompleto
sábado 24	Comienzo de clases que se reúnen sábados
lunes 26	Fecha límite para que la facultad haga entrega de la carga académica revisada
viernes 30	Entrevistas a candidatos para admisión en agosto 2026 a los programas de Bachillerato y Maestría en Educación Musical
Febrero 2026	
viernes 6	Audiciones para admisión en agosto 2026 a los programas de Bachillerato, Diploma Graduado en Ejecución y Maestría (no hay clases)
sábado 7	Continuación de audiciones Bachillerato en Música en Teatro Musical
viernes 13	Fecha límite para efectuar el segundo pago de matrícula con prórroga
lunes 16	Feriado: Día de los Presidentes y Día del Prócer y la Mujer Ilustre de Puerto Rico (no hay clases)
viernes 20	Exámenes de ubicación de teoría y dictado para candidatos de nuevo ingreso admitidos al Programa de Bachillerato
	Fecha límite para solicitar defensa de propuesta de tesis, tesis de maestría y exámenes comprensivos

viernes 27	Fecha límite de entrega de solicitud y materiales: Competencia de Composición
Marzo 2026	
lunes 2	Feriado: Día de la Ciudadanía Estadounidense (no hay clases)
martes 10 y miércoles 11	Examen departamental de solfeo preparatorio
jueves 12 y viernes 13	Exámenes de mitad de término (“midterms”) Departamento de Jazz y Música Caribeña
viernes 13	Fecha límite para efectuar el tercer y último pago de matrícula con prórroga
miércoles 18	Informe de calificaciones parciales
jueves 19	Fecha límite para solicitar: - bajas parciales de cursos, - cambio de concentración, - examen de convalidación de cursos, - admisión a los programas de certificación de maestros y de educación continua, - readmisiones al programa universitario
lunes 23	Feriado: Día de Abolición de la Esclavitud (no hay clases)
martes 31	Receso académico de Semana Santa (no hay clases)
Abril 2026	
miércoles 1 al sábado 4	Receso académico de Semana Santa (no hay clases)
lunes 6	Comienza consejería académica y prematrícula para la sesión de verano y agosto 2026
jueves 30	Termina consejería académica y prematricula para la sesión de verano y agosto 2026
	Fecha límite para la entrega de propuestas de tesis y tesis de maestría al Comité de Tesis
	Fecha límite para entregar solicitud de admisión tardía para agosto 2026 a los programas de Bachillerato, Diploma Graduado en Ejecución y Maestría
Mayo 2026	
martes 5	Terminan cursos que se reúnen martes solamente
miércoles 6	Terminan cursos que se reúnen miércoles solamente
jueves 7	Terminan cursos que se reúnen jueves solamente
	Terminan cursos que se reúnen martes y jueves
	Terminan cursos que se reúnen martes, miércoles y jueves
viernes 8	Terminan cursos que se reúnen viernes solamente
	Entrevistas a candidatos para admisión tardía para agosto 2026 a los programas de Bachillerato y Maestría en Educación Musical, Certificación de Maestro y Negocio de la Música
sábado 9	Terminan cursos que se reúnen sábados solamente
miércoles 13	Terminan cursos que se reúnen lunes y miércoles
	Terminan cursos que se reúnen lunes, martes, miércoles y jueves
	Terminan cursos que se reúnen lunes, miércoles y viernes
viernes 15	Fecha límite para radicar baja total
	Fecha límite para solicitar cambio de profesor
	Matrícula para la sesión de verano 2026
lunes 18	Terminan cursos que se reúnen lunes solamente
martes 19	Examen Departamental de Solfeo y Jurado de Solfeo
miércoles 20 al 22	Exámenes finales (jurados de instrumento, composición, defensas de propuesta de tesis y tesis de maestría y exámenes comprensivos)
lunes 25	Feriado: Día de la Conmemoración de los Muertos en la Guerra
martes 26	Vence el periodo para entrega electrónica de calificaciones finales

miércoles 27	Audiciones de admisión tardía para agosto 2026 a los programas de Bachillerato, Diploma Graduado en Ejecución y Maestría
jueves 28	Continuación de audición Bachillerato en Música en Teatro Musical (tentativa)

Versión: Abril 2025. *Este calendario está sujeto a cambios*

Conservatorio de Música de Puerto Rico
951 Ave. Ponce de León
San Juan, Puerto Rico 00709

Calendario Académico
Verano 2025-2026

Junio 2026	
lunes 1	Comienzan clases de 1era sesión de verano
viernes 5	Actos de Graduación 2026 (no hay clases)
miércoles 10	Fecha límite para solicitar bajas parciales de cursos – primera sesión de verano
viernes 12	Exámenes diagnósticos de teoría e historia (Nivel Graduado) - online
15 al 26 de junio	Certificación Kodály
viernes 19	Feriado: Juneteenth National Independence Day (no hay clases)
martes 23	Culmina 1era sesión de verano
miércoles 24	Vence el periodo para entrega electrónica de calificaciones finales
jueves 25	Comienza 2da sesión de verano
Julio 2026	
viernes 3	Fecha límite para solicitar bajas parciales de cursos – segunda sesión de verano
sábado 4	Feriado: Día de la Independencia de los Estados Unidos (no hay clases)
miércoles 15	Último día de clases de 2da sesión de verano
jueves 16	Vence el periodo para entrega electrónica de calificaciones finales

Versión: Abril 2025
Este calendario está sujeto a cambios

CONSERVATORIO
DE MÚSICA DE PUERTO RICO

Title 38 United States Code Section 3679 (e) School Compliance Form

As part of the Veterans Benefits and Transition Act of 2018, section 3679 of title 38, United States Code was amended, and educational institution will be required to sign this compliance form to confirm your compliance with the requirements as outlined.

Effective August 1, 2019, the State approving agency, or the Secretary when acting in the role of the State approving agency, shall disapprove a course of education provided by an educational institution that has in effect a policy that is inconsistent the areas below:

NOTE: A ***Covered Individual*** is any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation and Employment, or chapter 33, Post-9/11 GI Bill benefits.

- Your policy must permit any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:

    1. The date on which payment from VA is made to the institution.
    2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

- Your policy must ensure that your educational institution will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

Your signature on this document attests that your facility currently complies with the requirements of 38 USC 3679(e), or will comply by the effective date of August 1, 2019.

Please ensure that policies in the next publication of your catalog, bulletin, or addendum align with all of the above requirements.

Helen González-Lorenzo,
Dean of Academic and Student Affairs

Print Name and Title of Official

06-27-2025

Signature and Date

951 Ave. Ponce de León, San Juan, Puerto Rico, 00907-3373
Tel. (787) 751-0160

In addition, statute allows your policy to require the covered individual to take the following additional actions:

1. Submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education.

2. Submit a written request to use such entitlement.

3. Provide additional information necessary to the proper certification of enrollment by the educational institution.

4. Your policy may also require additional payment or impose a fee for the amount that is the difference between the amount of the student's financial obligation and the amount of the VA education benefit disbursement.

If your educational institution will be requiring any of these additional actions by students, please submit your policy update to the SAA. You should also ensure that these policies are part of the next publication of your catalog, bulletin, or addendum.

Waivers of this requirement may be granted by VA. If you have a waiver, please send that documentation to the SAA so we may correctly document your compliance. VA will send communication about obtaining waivers at a later date.