

**MEMORANDUM OF AGREEMENT
BETWEEN
MORAVIAN COLLEGE
AND MUHLENBERG COLLEGE**

I. Purpose

The two institutions enter into this Agreement to offer Muhlenberg College students the opportunity to receive music certification (K-12) through Moravian College's Pennsylvania Department of Education (P.D.E.) approved program.

II. Eligibility for Admission

1. Each student must complete a preliminary application to the teacher certification prior to enrolling in **EDUC 367**, Teaching Music to Children. In order to begin the certification program, a student must have:
 - a minimum QPA of 2.7 overall,
 - a minimum QPA of 3.0 in their music major,
 - a minimum QPA of 3.0 in all education courses at Muhlenberg,
 - evidence of a successful field experience in Education 101 (Foundations of Education or Education 103 (Educational Psychology),
 - at least 6 credits each completed in both mathematics and English (writing and literature), and
 - at least 48 credits minimum completed in college-level courses.
2. In order to be fully admitted to the certification program and be granted student teaching placements, a student must have achieved:
 - a minimum QPA of 3.0 overall,
 - a minimum QPA of 3.0 in their music major,
 - a minimum QPA of 3.0 in all education courses at Muhlenberg and Moravian (including **EDUC 367** and **368**), and
 - have fulfilled all other pre-certification requirements as specified by the Pennsylvania Department of Education.
3. Because of space limitations and staffing concerns, the enrollment of Muhlenberg students in the Moravian music certification program is not to exceed 6 students total, or 4 in any one class year. Any exceptions to this must be cleared in advance with the Director of Music Education and the Associate Dean of the College at Moravian College.
4. As with all LVAIC cross-registrations, enrollment is on a space-available basis only; students from Muhlenberg may register after the Moravian registration period has ended.

III. Maintenance

The Director of Music Education, in consultation with the Chair of the Department of Music and a representative from the Office of Academic Affairs, will serve as coordinator of the program and adviser to Muhlenberg students who enroll in this program. The Director of Music Education will be the responsible party for:

- maintaining files for each Muhlenberg student enrolled in the certification program;
- acquiring proper certifications and recommendations from Muhlenberg College regarding the eligibility of students;

- verifying transcripts and non-credit proficiency requirements for all students in the music certification program;
- conferring with the Teacher Education Committee and Education Department at Moravian College at least once a year regarding the status and eligibility of Muhlenberg students in this certification program.

The Director of Music Education at Moravian College and the Music Department Chair at Muhlenberg College are encouraged to communicate regularly each term.

IV. Course requirements

All coursework for the Bachelor of Arts degree in music, leading to teacher certification in music, is taken at Muhlenberg with the exception of the following sequence (.2=1/2 unit or 2 credits; no decimal=1 unit or 4 credits; .1=1/4 unit of 1 credit):

<p><i>Fall term, junior year</i> MUS 322.2 Improvisation ¹ MUS 342.2 Orchestration ²</p>	<p><i>Spring term, junior year</i> EDUC 367 Teaching Music to Children EDUC 367L – 75 hours of pre-student teaching fieldwork ³ MUS 334.2 Conducting I ⁴</p>
<p><i>Fall term, senior year</i> EDUC 368 Teaching Music to Adolescents & Adults EDUC 368L – 75 hours of pre-student teaching fieldwork ⁵ MUS 336.2 Conducting II</p>	<p><i>Spring term, senior year</i> EDUC 375, 376, 377 Student Teaching MUS 374.2 Music Education Seminar ⁶</p>

MUS 138.1, String Techniques, and MUS 137.1, Music Technology Techniques, may be taken at Moravian on a space-available basis.

V. Additional requirements

1. The Music Department at Muhlenberg College will provide written corroboration that each Muhlenberg student enrolled in this program has met proficiency in one major performing area. Such “proficiency” may be determined in a manner best fitting the educational program at Muhlenberg.
2. Muhlenberg College will ensure that each student has met the outcomes for each techniques course taken at Muhlenberg, following the outcomes provided under separate cover by Moravian College.

¹ Prerequisite for MUS 367

² Students may enroll in Orchestration in the sophomore year, provided they have successfully completed the music theory sequence at Muhlenberg in the freshman year.

³ Lab (fieldwork) required; carries no credit in the student’s courseload.

⁴ Prerequisite: MUS 342.2, Orchestration

⁵ Lab (fieldwork) required; carries no credit in the student’s courseload.

⁶ Concurrent with student teaching.

IV. Fees and Tuition

1. For each course in which a Muhlenberg student is enrolled at Moravian, Muhlenberg will pay the LVAIC cross-registration fee at the time of registration (currently, \$125).
2. In addition, Moravian College sometimes adds fees for its own students in other courses; in such cases, Muhlenberg students would be responsible for paying these course fees. For some courses, Moravian College already charges an additional fee, currently \$110, to cover the costs of these labor-intensive education/methods courses: EDUC 367 and EDUC 368, as well as MUS 137.1 and MUS 138.1, as if these courses are taken at Moravian. These fees are to be paid by the student. The Bursar of Moravian College will bill Muhlenberg students directly.
3. For the professional (student teaching) semester, students will be enrolled at Moravian College full-time. Muhlenberg certification candidates at Moravian will pay their regular tuition charges, plus any required fees and charges, to Muhlenberg College. Muhlenberg will then reimburse Moravian College the daytime per-course cost for three-and-one-half units (for 2001-2001, this charge is \$2235 per course, for a total of \$7822.5); Muhlenberg will provide all housing (if needed), meals (if needed), and student services for their students.
4. Moravian College will notify Muhlenberg in writing of any changes to or additional fees as an addendum to this agreement. This notice will be generated by the Academic Affairs Office and will be sent to the Office of the Treasurer, the Dean of the College, and the Chair of the Music Department at Muhlenberg College.

VII. Evaluation

The Director of Music Education for Moravian College and Chair of the Music Department at Muhlenberg College (or another appointed full-time faculty member in music) will meet annually to

- consider the performance of Muhlenberg students enrolled in the program,
- discuss prospective new Muhlenberg students in Moravian’s certification program,
- review copies of the student teachers’ evaluations, and
- review the job placement of Muhlenberg students who have completed the certification program.

VII. Length of Agreement

This Agreement can be terminated on June 30 of any calendar year by either institution via written notice one year in advance. At that time, Moravian College would not admit any new Muhlenberg students to the certification program in music, but would honor its commitment to any Muhlenberg students already enrolled who had not yet completed the certification program.

<p>Carol Shiner Wilson, Ph.D. Dean of the College for Academic Life Muhlenberg College Allentown, PA 18104</p>	<p>Carol A. Traupman-Carr, Ph.D. Associate Dean for Academic Affairs Moravian College Bethlehem, PA 18018</p>
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**TEACHER CERTIFICATION PROGRAM FOR MUHLENBERG COLLEGE
STUDENTS AT MORAVIAN COLLEGE**

Education Courses Taken at Muhlenberg College

EDU 101	History & Politics of American Education	1 course
EDU 102 or 103	Educational Psychology	1 course
PED 100	Foundations of Exercise Science & Wellness	no credit
EDU 201	The Exceptional Learner	1 course

Music Courses Taken at Muhlenberg College (Moravian equivalents in brackets)

Music 111	Music Theory I [MUS 140.2-141.2]	1 course
Music 112	Music Theory II [MUS 171.2, 240.2]	1 course
Music 211	Music Theory III [MUS 272.2, 241.2]	1 course
Music 212	Form and Analysis {MUS 340.2}	1 course
Music 221, 222	Music History I, II [MUS 281, 282, 352.2, 354.2]	2 courses
Course X	Music history course in a Non-Western topic [MUS 175.2]	1 course
Music 90X	Applied music in major area [MUS 310.x] (6 semesters, .5 course per term)	3 courses
Recital	Required [MUS 375.2]	
Large Ensemble	Choral and Instrumental experience to include 1 semester of Marching Band (at Moravian, or as Field Study at a high school)	Minimum 2 terms

The Instrumental/vocal methods courses are fulfilled through private instruction at Muhlenberg [MUS 921 [130.1], Vocal Techniques; 922 [131.1], Woodwind Techniques; 923 [132.1], Brass Techniques; 926 [135.1], **Percussion Techniques**; 927 [136.1], Piano Techniques; 928 [137.1], Music Technology Techniques]; or taken at Moravian via cross-registration. ([String Techniques \[138.1\]](#) is not currently offered at Muhlenberg and should be taken at Moravian.)

Music Education Courses Taken at Moravian College ⁷

MUS 322	Improvisation (fall term)		.5 course
MUS 334.2	Conducting I (spring term)		.5 course
MUS 336.2	Conducting II (fall term)		.5 course
MUS 342.2	Orchestration (fall term)		.5 course
EDUC 367 & 367L	Teaching Music to Children (spring term includes 75 hours of pre-student teaching)	30 hrs Spec Needs 10 hrs ELL	1 course
EDUC 368 & 368L	Teaching Music to Adolescents and Adults (fall term includes 75 hours of pre-student teaching)	50 hrs Spec Needs 15 hrs ELL	1 course
EDUC 375, 376, 377	Student Teaching (spring term)	30 hrs Spec Needs 10 hrs ELL	3 courses
MUS 374.2	Music Education Seminar (concurrent with Student Teaching)	5 hrs Spec Needs 1 hr ELL	.5 course

⁷ The Moravian courses in this table include 65 of the 270 hours required by the P.D.E. for addressing Accommodations and Adaptations for Students with Disabilities in an Inclusive Setting. These courses also include 36 of the 90 hours that address Accommodations and Adaptations for English Language Learners. The remaining hours (205 addressing Students with Disabilities, and 54 hours addressing ELL) should be included in the Muhlenberg education courses.

**SAMPLE COURSE SCHEDULE FOR MUHLENBERG MUSIC MAJOR/MORAVIAN
CERTIFICATION PROGRAM**

Courses in Italics are taken at Moravian College

First Year	
Fall Term Applied Music <i>Music Theory I</i>	Spring Term Applied Music <i>Music Theory II</i> Beginning Piano Techniques <i>Beginning Technology Techniques</i> Healthy Lifestyles
Second Year	
Fall Term Applied Music <i>Music Theory III</i> Music History I <i>History & Politics of American Education</i> Beginning Vocal Techniques Beginning Percussion Techniques	Spring Term Applied Music Form and Analysis Music History II Educational Psychology Beginning String Techniques <i>Beginning Woodwind Techniques</i>
Third Year	
Fall Term Applied Music Beginning Brass Techniques <i>Improvisation</i> <i>Orchestration</i> Exceptional Children	Spring Term ⁸ Applied Music Non-western music history course Conducting I <i>Teaching Music to Children</i>
Fourth Year	
Fall Term <i>Teaching Music to Adolescents/Adults</i> <i>Conducting II</i>	Spring Term <i>Student Teaching</i> <i>Music Education Seminar</i>

Missing from this sample curricular chart: Required general education courses.

⁸ It is recommended that all techniques classes be completed before this term.