



VanderCook College of Music  
3140 South Federal Street  
Chicago, Illinois 60616  
tel. 312.225.6288  
www.vandercook.edu

**VanderCook College of Music is offering two semester hours of graduate-level academic credit for eligible participants in the “Conn-Selmer Institute” activities being held June 6-9, 2010, at the University of Notre Dame, South Bend, Ind. If you are taking VanderCook course no. 7200, Conn-Selmer Institute: A Retrospective, for graduate credit, you should be aware of the following policies of VanderCook College of Music:**

**CREDIT:** To be eligible to receive graduate level credit for course 7200, a student must have a degree in a music-related discipline. Any exceptions must be approved directly by VanderCook College of Music. To earn credit, a student must: 1) attend the complete schedule of activities, and 2) complete a notebook documenting the activities attended (see below).

**NOTEBOOK:** The notebook should consist of a three ring binder with tabbed dividers as appropriate for the material. The notebook must have a title page stating course number and title, the student’s name and the term (Summer 2010), as well as a table of contents. All information must be typed and neatly formatted in a manner befitting graduate credit -- no handwritten work will be accepted. Full sentences and correct grammar and spelling are required. The notebook should explain what was presented, and include the student’s thoughts on the material and ideas for practical application. All handouts and supporting materials must be included.

Mail notebooks to Patrick Refsnider, director of continuing education, VanderCook College of Music, 3140 S. Federal St., Chicago, IL 60616, for evaluation. The notebook must be postmarked no later than June 23, 2010. Your notebook will be returned when grade reports are mailed.

**REGISTRATION:** Registrations for credit must be postmarked no later than June 16, 2010. Full tuition must be enclosed with registration. Please send your registration form (below) directly to VanderCook.

**FOR FURTHER INFORMATION:** If you have questions, please do not hesitate to call or write: VanderCook College of Music, attn. Patrick Refsnider, director of continuing education, 3140 South Federal Street, Chicago IL 60616-3731, or (312) 225-6288, and feel free to visit VanderCook’s web site at [www.vandercook.edu](http://www.vandercook.edu).

**visit our website at [www.vandercook.edu](http://www.vandercook.edu)**

**CONN-SELMER INSTITUTE • GRADUATE CREDIT REGISTRATION FORM**  
VanderCook College of Music course no. 7200

Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Initial) \_\_\_\_ SSN \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

School/Business \_\_\_\_\_ Work Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Most Recent Degree Earned \_\_\_\_\_ Degree Major \_\_\_\_\_ Name of Graduating College \_\_\_\_\_

(A degree in a music-related discipline is required. Any exceptions must be approved directly by VanderCook College of Music.)

Have you attended VanderCook College of Music before?  no  yes

If yes, check as many boxes as apply:  B.M.Ed. program  M.M.Ed. program  Summer or Saturday course

I wish to enroll in the following course which is equivalent to two semester hours of graduate credit. I am enclosing \$450 to cover the tuition cost.

COURSE NO.	TITLE	TUITION
7200	Conn-Selmer Institute: A Retrospective	\$480.00

(Registration and tuition must be postmarked no later than June 16, 2010)

**TOTAL \$480.00**

**METHOD OF PAYMENT:**

CHECK OR MONEY ORDER (Make payable to VanderCook College of Music)

VISA, MASTERCARD, or DISCOVER Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

I understand that I will earn two (2) semester hours of graduate credit by completing the requirements set by the instructor and the college.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please mail the completed registration form and tuition to:

Conn-Selmer Registration, VanderCook College of Music, 3140 S. Federal Street, Chicago, IL 60616-3731.