



VanderCook
College of Music

MECA
Continuing Education

FALL 2017

VanderCook Continuing Education

At VanderCook, continuing education is about more than just earning graduate credit. Our graduate-level courses are designed to present practical knowledge and skills that teachers can use in their classrooms immediately. Don't miss the opportunity to meet and connect with other music teachers and respected colleagues from around the world. You'll take away new strategies and concepts, and return to your students with renewed passion.

Fall 2017 Registration

Registration for all fall courses begins August 14, 2017.

Online Course Registration

Registration for all online courses closes on September 22 at 12:00 p.m. CST. All online courses begin September 18 and conclude on December 17, 2017.

Online classes will not be held during the week of November 20-26.

On-Campus Course Registration

Registration for all on-campus courses closes at 12:00 p.m. CST on the Friday before the course start date.

Off-Campus Course Registration

Registration deadlines vary depending on the date of the offering.

Accreditation

VanderCook College of Music is an independent, nonprofit, degree-granting institution fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, and the National Association of Schools of Music. Our teacher certification programs are approved by the Illinois State Board of Education.

Graduate Credit

Up to 12 continuing education credits can be applied directly to your master of music education degree as elective credits. VanderCook's graduate degree program allows you to earn your master's without cutting in to your teaching schedule. To learn more, contact our Admissions Office at 312.225.6288, or visit www.vandercook.edu/programs/master-of-music-education.

Questions?

For more information about the continuing education program, instructors or accommodations, please call 312.788.1139 or email meca@vandercook.edu. For information about VanderCook's degree programs, concerts and events, please call 312.225.6288 or email us at info@vandercook.edu.

Upcoming Dates

Spring 2018

Registration Opens:	November 20, 2017
Online Courses Begin:	February 5, 2018
Spring Courses End:	May 6, 2018

Summer 2018

Registration Opens:	March 5, 2018
Online Courses Begin:	June 12, 2018
Online Courses Begin:	August 3, 2018

Dates are subject to change. Please check our website for further updates.

ORCHESTRA/STRINGS

Upright & Electric Bass, Level 1 ONLINE

CHORAL

Middle School Choir Education: Creating a Foundation for Healthy Voices & Vibrant Programs ONLINE

Choral Arranging ONLINE

BAND

Band Instrument Repair Sept. 23, Oct. 7 & 28, Nov. 18 & Dec. 2

Percussion Care & Repair November 18-19

Band Arranging ONLINE

Ideas, Resources & Solutions for Middle School Band October 14-15

GENERAL MUSIC

Movement & Music: A Happy Collaboration of Artistic Possibilities
October 28-29

TECHNOLOGY

Integrating Chromebooks Into the Music Curriculum ONLINE

Finale Music Notation ONLINE

Go Google: 21st Century Tools for Your Music Program November 18-19

INTERDISCIPLINARY

Music Administration 101 ONLINE

Theory Review ONLINE

Music Student Portfolios Using Google Slides & Reflective Practices ONLINE

Producing Effective Educational Media ONLINE

Musical Theatre Workshop: Planning, Production, Performance September 23-24

WORKSHOPS & RETROSPECTIVES

The Midwest Experience: A Retrospective

NAfME National In-Service Conference: A Retrospective

Illinois ASTA String Teacher Fall Workshop 2017

Chicago Area Kodály Educators (CAKE) 2017-18 Workshop Series

Greater Chicago American Orff-Schulwerk Association (GCAOSA) 2017-18
Workshop Series

ORCHESTRA/STRINGS

UPRIGHT & ELECTRIC BASS, LEVEL 1

with **Doug Bistrow** ONLINE 3 graduate credits \$1,020 #7947

Master the functional concepts on upright and/or electric bass that can immediately help the bassist in your ensemble reach their potential. Learn correct techniques for the right and left hands; practical approaches for developing bass lines in rock, jazz and Latin music styles; how to apply scale and arpeggio knowledge to improvise bass lines using chord charts that do not include a note-for-note written-out bass line; common fingering patterns for major and minor scales; arpeggios; and bass lines for the blues and common progressions such as ii-V7-I. You'll leave this course feeling prepared to teach all levels of bass as well as compose and perform bass lines encountered in many genres. **Only one type of bass is needed to take this course.**

Required textbooks:

The Evolving Bassist by Rufus Reid (Alfred Music, ISBN 978-0967601502)

New Method for String Bass, Vol. 1 by Franz Simandl (Carl Fischer, ISBN 0825801524)

CHORAL

CHORAL ARRANGING *

with **Thomas Jesse** ONLINE

MECA students: 3 graduate credits \$1,020 #7847

MMEd candidates: 2 graduate credits \$1,080 #525

This course explores the essential concepts and techniques for arranging choral music at the elementary and secondary school levels, including voice types and ranges; notation; harmonic principles; the importance of text in regards to mood and melodic shape; keyboard accompaniment; homophonic and contrapuntal textures; two-, three- and four-part densities; and adapting an existing arrangement to a different setting. Lectures, discussion, analysis of musical examples, quizzes, arranging exercises, projects and performance of all projects and arranging exercises are all components of this course. **ENROLLMENT LIMITED TO 10**

Required materials:

Textbook: *Contemporary Choral Arranging* by Arthur Ostrander and Dana Wilson (Pearson, ISBN 978-0131697560)

Notation software: Sibelius is preferred; Finale, Noteflight, MuseScore, etc. will work.

Online chat capability: There is a mandatory weekly chat session, time and day to be determined by the instructor based on students' schedules. Students will need to have headphones and a microphone (built in or attached) to participate in chat sessions.

* **Choral Arranging** is offered at two course levels. Students enrolled in the MMEd program at VanderCook are eligible to enroll at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates between the two programs. If you are unsure which section is best for you, please contact us at meca@vandercook.edu.

CHORAL

MIDDLE SCHOOL CHOIR EDUCATION: CREATING A FOUNDATION FOR HEALTHY VOICES & VIBRANT PROGRAMS

with **Gretchen Harrison** **ONLINE** 3 graduate credits \$1,020 #7857

Middle school choir can be daunting even for the most creative teacher. Through the 13 class sessions, you'll master the following concepts:

- Understanding the Adolescent (Musician)
- Traits and Skills of a Successful Teacher of the Adolescent (Musician)
- Growth Mindset of Climate Development
- The Place for Process, Procedure and Policy
- Literature Selection as the Basis for Success
- Management for Humans by the Humane
- The Right to Be Wrong and the Wrongs of Being Right
- Auditions, Assessments and Placements
- Growing the Good
- Communication – It Don't Mean a Thing if You Ain't Got That...Way to Talk to Parents, Kids, Colleagues, etc.

Class members will be expected to participate in online interaction and will develop Personal Discovery Artifacts (PDA) that will enrich the class experience and create a supply of various documents useful in the classroom. Chat sessions will be held on Sept. 20, Oct. 18 and Nov. 8. Times will be determined once the course has convened.

Required textbooks:

Growing Musicians: Teaching Music in Middle School and Beyond by Bridget Sweet (Oxford Press, ISBN 978-0199372072)

Finding Ophelia's Voice, Opening Ophelia's Heart: Nurturing the Adolescent Female Voice by Lynne Gackle (Heritage Music Press, ISBN 978-1429118583)

BAND

IDEAS, RESOURCES & SOLUTIONS FOR MIDDLE SCHOOL BAND

with **Keith Ozsvath & Greg Scapillato** **October 14-15** 1 graduate credit
\$340 #6357

Location: Quinlan & Fabish, Burr Ridge, IL

Join your fellow colleagues for an immersive weekend of learning and collaboration focused on the middle school band. This course is geared toward those new to the profession or seasoned veterans looking for a fresh approach. Topics include repertoire; rehearsal planning and execution; technology integration; communication tools; assessment and rubric design; incorporating student choice and collaboration; and much more! Participants should bring a laptop computer or tablet.

BAND INSTRUMENT REPAIR

with **Gary Everett & Bill Rife** Sept. 23, Oct. 7 & 28, Nov. 18, Dec. 2

3 graduate credits \$1,035 #6337

Don't miss one of VanderCook's most popular courses! Watch your instrument repair bills shrink after learning the basics of woodwind and brass instrument repair.

Bringing a flute, clarinet or French horn for basic repair assignments is encouraged. Old clothes are highly recommended and closed-toe shoes are required. This course is open to both beginning and advanced students. **ENROLLMENT LIMITED TO 24**

PERCUSSION CARE & REPAIR

with **James Yakas & Kevin Lepper** November 18-19 1 graduate credit

\$340 #6347

Location: Quinlan & Fabish, Burr Ridge, IL

Get yourself some new skin this fall by learning the basics for all standard percussion instruments, including snares, bass drums, concert toms, timpani and more. Tricks of the trade for changing heads, replacing keyboard strings and repairing timpani pedals are thoroughly covered, as well as proper assembly, cartage and storage of instruments. Bringing as many instruments for repair as possible is highly recommended. New drumheads to be made available by REMO at a discounted price.

BAND ARRANGING *

with **Ken Snoeck** ***ONLINE***

MECA students: 3 graduate credits \$1,020 #7867

MMEd candidates: 2 graduate credits \$1,080 #522

Hone the skills and techniques for arranging concert band and wind ensemble compositions, and learn the instrumentation, devices, techniques and types of scoring that can be used. Students will prepare one full arrangement as part of this course. All project submissions, grading and returns will be done electronically. Classes will be held on Wednesdays from 5:00–6:00 p.m. CST beginning September 20. This course fulfills the requirement for band-track candidates who are completing the MMEd degree program at VanderCook. **ENROLLMENT LIMITED TO 10**

Required software:

Students must have a full version of Sibelius or Finale music notation software, as well as basic skills in the use of either program.

* **Band Arranging** is offered at two course levels. Students enrolled in the MMEd program at VanderCook are eligible to enroll in online courses at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates for the MMEd and continuing education programs. If you are unsure which section is best for you, please contact us directly at meca@vandercook.edu.

GENERAL MUSIC

MOVEMENT & MUSIC: A HAPPY COLLABORATION OF ARTISTIC POSSIBILITIES

with **Dr. Robert Amchin** **October 28-29** **1 graduate credit** **\$340** **#6897**

Enliven your general music curriculum by incorporating kinetic activities and mastering strategies that are age-appropriate, engaging and educationally valid. Designed for general music teachers K–6, this hands-on course presents a wide range of strategies for creating lessons that blend movement with singing, classroom instruments, visual arts, recordings, children's literature and creative thinking. Come dressed to move for two days of active learning.

TECHNOLOGY

INTEGRATING CHROMEBOOKS INTO THE MUSIC CURRICULUM

with **Stefani Langol** **ONLINE** **3 graduate credits** **\$1,020** **#7877**

Arm yourself with the many cloud-based free and low-cost cloud-based tools to enhance the K–12 music curriculum via Chromebooks. Topics include tools for teacher presentations, including Google Docs and Prezi; streaming music with Spotify and SoundCloud; classroom integration strategies for streaming video services such as TeacherTube and YouTube; creating music notation using Noteflight; using Soundation4Education, a cloud-based audio recording and composition tool; and an overview of learning management systems including MusicFirst. This course is designed for music teachers who have access to a Chromebook as well as those who are working in a 1:1 Chromebook classroom.

Required materials:

Access to a Chromebook and connection to the internet. Basic computer skills are required such as setting up accounts, usernames and passwords; basic typing skills; uploading and downloading files; and familiarity using the Internet.

GO GOOGLE: 21ST CENTURY TOOLS FOR YOUR MUSIC PROGRAM

with **Lisa Hatfield** **November 18-19** **1 graduate credit** **\$340** **#6967**

With more and more districts going Google, it's imperative for teachers to feel comfortable and confident with the ever-growing world of technology! This **beginner-level**, introductory-to-basics class will show you how to use various Google Apps to take the stress and clutter out of paperwork, grading, data collection, communication and so much more! Specific apps covered include Google+ and chat/video Hangouts; Google Drive organization while utilizing Google Docs; Google Sheets and how to collect/sort information; Google Forms and automatic grading; Gmail and Google Calendar for cohesive scheduling/communication; Google Slides and how to publish/embed them online; Google Maps and Drawing for customizable directions; and navigating Google Chrome and Search.

No previous experience with these apps is necessary, but students must already have an accessible Google account, as well as basic knowledge of computer programs like Word and Excel. **This course is not designed for the advanced Google user.**

TECHNOLOGY

FINALE MUSIC NOTATION

with **Vincent Leonard** **ONLINE** 3 graduate credits \$1,020 #7887

This course is designed for the K-12 educator who would like to explore and create notation projects using Finale 2014 software. Activities include creating custom worksheets for music theory, composition, performance, flash cards and more. Special attention will be given to creating warm-ups and arrangements for any ensemble including band, jazz, orchestra and chorus. Lesson projects will include participant-designed materials for immediate application in the curriculum. No Finale experience necessary! This course is designed for both Mac and PC versions of Sibelius. **ENROLLMENT LIMITED TO 15**

INTERDISCIPLINARY

MUSIC ADMINISTRATION 101

with **Rick Coulter** **ONLINE** 3 graduate credits \$1,020 #7897

By better managing the non-musical business demands of your position you free up more of your mind, and time, to address the real reason you chose the profession of music education; to help students experience the joys and challenge of making music. Learn the tools, skills and strategies to successfully manage the non-musical responsibilities of teaching positions. Topics include effective communication practices to get your messages heard and understood, data collection and analysis, budget development and management, scheduling and staffing, evaluation and assessment of students and staff, change management, developing and sustaining positive relationships, recruiting and retention, and arts education advocacy. One end goal of the class is the creation of an annual plan that organizes curriculum, events, professional development and advocacy activities. Online chat sessions will be held on Mondays at 8:00 p.m. Central Time.

Required textbooks:

The Art of War by Sun Tzu (Dover Publications, ISBN 0-486-42557)

Embracing Administrative Leadership in Music Education by John Clinton (GIA Publications, ISBN 978-1-62277-166-0)

PRODUCING EFFECTIVE EDUCATIONAL MEDIA

with **Kalani Das, MT-CC** **ONLINE** 3 graduate credits \$1,020 #7927

Educators are finding greater need to provide both audio and video media to their students, who consume more and more content through online channels. With classrooms slowly adopting a "flipped" model (online lectures and collaborative work in school), the ability for educators to produce effective media will continue to play a larger role in the overall education process. This course illuminates how to record, edit, master, format and upload quality audio and video programs for your students. Class projects include publishing audio recordings, podcasts and videos, and setting up "channels" for both audio and video sharing.

INTERDISCIPLINARY

THEORY REVIEW *

with **Mary Ann Krupa** **ONLINE**

MECA students: 3 graduate credits \$1,020 #7907

MMEd candidates: 2 graduate credits \$1,080 #520

A refresher course of basic and chromatic theory. MMEd candidates at VanderCook who need to brush up on their knowledge of theory before registering for a course in arranging should consider this elective. Online chat sessions will be held on Tuesdays at 4:00 PM Central Time. **ENROLLMENT LIMITED TO 15**

Required textbook:

Music Theory (HarperCollins College Outline Series) by George Thaddeus Jones (HarperCollins, ISBN 978-0064671682)

* **Theory Review** is offered at two course levels. Students enrolled in the MMEd program at VanderCook are eligible to enroll at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates for the MMEd and continuing education programs. If you are unsure which section is best for you, please contact us directly at meca@vandercook.edu.

MUSIC STUDENT PORTFOLIOS USING GOOGLE SLIDES & REFLECTIVE PRACTICES

with **Glen Schneider** **ONLINE** **3 graduate credits \$1,020 #7917**

Have you ever wanted to find out more about portfolio assessment or create innovative digital portfolios to help students demonstrate the connections between the curriculum, instruction and assessment? Do you already have a portfolio project that you want to convert into a digital portfolio? Today's music teachers should consider how a student portfolio demonstrates student growth and a continuum of learning, and it's easy! Using a blend of free technology tools (such as Google Apps, Recap, etc.) and traditional portfolio assessment methods, this course aids K-12 teachers with researching and developing music portfolios that meet the needs of their classes.

ENERGIZE YOUR TEACHING

with **Keith Ozsvath** **ONLINE** **3 graduate credits \$1,020 #7937**

Think of this course as a music program make-over! Using Joseph Alsobrook's book *Pathways* as a base, this course focuses on creating an instructional framework for effective teaching and learning, including the Mastery Learning Model. Instructional objectives and units, practice units, repertoire selection, managing the rehearsal environment, and the social-emotional domain are also explored in depth. Discussion and collaboration will be key activities throughout this course. You'll leave with concrete ideas and completed projects that will directly improve your teaching and overall music program. Open to all middle school band, orchestra and choral directors!

Required textbook:

Pathways by Joseph Alsobrook (GIA Publications, ISBN 978-1579991340)

INTERDISCIPLINARY

MUSICAL THEATRE WORKSHOP: PLANNING, PRODUCTION, PERFORMANCE

with Sarah Giordano September 23-24 1 graduate credit \$340 #6777

Locations: *Saturday, September 23:* Jackson Middle School, 301 W. Jackson St., Villa Park, IL); *Sunday, September 24:* VanderCook College of Music

Design a set? I'm a music teacher! Create a dragon? I don't even know how to begin!... Many general music and choir teachers have the opportunity to direct their school musical but with little experience putting on a show if any at all. Focused mainly on middle school musical theatre as well as shows for elementary levels, this course takes you through the various stages of putting on a musical from selecting the show, building a set, character development and choreography... all the way through the final bows of the season. Your students can be successful at performing a school musical complete with a set and choreography, even with a limited budget! **Please note the two different locations for this course.**

WORKSHOPS & RETROSPECTIVES

About Workshop & Retrospective offerings:

Students may earn up to two semester hours of graduate credit by attending concert performances, educational clinics and exhibits at the conferences listed below. Students must attend clinic sessions and concerts for 12.5 hours for one graduate credit, or 25 hours for two graduate credits. A notebook describing and critiquing all sessions, concerts or exhibits, including copies of all handouts, concert programs and other supporting materials, must be submitted in order to receive credit.

Students may need to register for each conference individually; please check each event's website for details. VanderCook continuing education tuition does not include any registration fees assessed by the hosting organization.

THE MIDWEST EXPERIENCE: A RETROSPECTIVE

Coordinator: Patrick Benson

1 graduate credit: \$170 * #7437A

2 graduate credits: \$340 * #7437B

December 20-23, McCormick Place West, Chicago

* **Special tuition pricing!** As co-founder of the Midwest Clinic, VanderCook is able to offer special pricing for MECA continuing education students.

Make the most of your experience at the Midwest Clinic International Band and Orchestra Conference! Earn up to two semester hours of graduate credit attending clinic sessions and concerts. A notebook summarizing and critiquing all sessions and concerts attended, including copies of all handouts, concert programs and other supporting materials, must be submitted no later than January 19, 2018. Sample notebooks will be available upon request at the VanderCook booth located in the Midwest Clinic exhibit area.

WORKSHOPS & RETROSPECTIVES

NAfME NATIONAL IN-SERVICE CONFERENCE: A RETROSPECTIVE

Coordinator: Patrick Benson

1 graduate credit \$340 #7447

November 12-15, Gaylord Texan Resort & Convention Center, Dallas, TX

A notebook summarizing and critiquing all sessions and concerts attended, including copies of all handouts, concert programs and other supporting materials, must be submitted no later than December 11, 2017. Please visit www.nationalconference.nafme.org for more information.

ILLINOIS ASTA STRING TEACHER FALL WORKSHOP 2017

Coordinated by David Eccles

1 graduate credit \$340 #7457

October 21, York Community High School, Elmhurst, IL

A notebook summarizing and critiquing all sessions and concerts attended, including copies of all handouts, concert programs and other supporting materials, must be submitted no later than November 20, 2017. Please visit www.ilasta.org for more information.

CHICAGO AREA KODÁLY EDUCATORS (CAKE) 2017-18 WORKSHOP SERIES

Coordinator: Patrick Benson

1 graduate credit for 4 sessions \$340 #7467

Grove Elementary School, Barrington, IL

This year's presenters include **Georgia Newlin, Dr. Jill Trinka** and **Deborah Skydell**. Students seeking credit must also register with CAKE for each workshop. VanderCook tuition is in addition to fees assessed by CAKE. A materials fee (\$20 for CAKE members; \$50 for non-CAKE members) will be assessed for all participating students. Please visit www.cake.oake.org for more information.

GREATER CHICAGO AMERICAN ORFF-SCHULWERK ASSOCIATION (GCAOSA) 2017-18 WORKSHOP SERIES

Coordinated by Patrick Benson

1 graduate credit \$340 #7477A

2 graduate credits \$680 #7477B

Concordia University, River Forest, IL

This year's presenters include **Sofia Lopez-Ibor, Patty Bourne, Vera Flaig, Brian Burnett** and **Kris Olson**.

Students seeking credit must also register with GCAOSA for each workshop. VanderCook tuition is in addition to fees assessed by GCAOSA. Please visit www.gcaosa.org for more information.

MEET YOUR INSTRUCTORS



**Dr. Robert
Amchin**



Doug Bistrow



Rick Coulter



**Kalani Das,
MT-BC**



**Gary
Everett**



**Sarah
Giordano**



**Gretchen
Harrison**



**Lisa
Hatfield**



**Thomas
Jesse**



**Mary Ann
Krupa**



**Stefani
Langol**



**Vincent
Leonard**



Kevin Lepper



**Keith
Ozsvath**



Bill Rife



**Greg
Scapillato**



**Glen
Schneider**



Ken Snoeck



James Yakas

Full bios available at www.vandercook.edu/programs/meca

LOOKING AHEAD!

Spring registration begins November 20, 2017

Online spring courses begin February 5, 2018

GRADUATE OPEN HOUSE April 14

INTRODUCTION TO ORFF SCHULWERK March 4-5

ORFF SCHULWERK TEACHER EDUCATION COURSES

June 11-August 3, 2018

LEVEL I with **Jean Hersey**

Prerequisite: A bachelor's degree in music is required.

LEVEL II with **Meg Tietz**

Prerequisite: Successful completion of *Orff Schulwerk Teacher Education Course Level I*

LEVEL III with **Tim Purdum**

Prerequisite: Successful completion of *Orff Schulwerk Teacher Education Course Level II*

Movement with **Ben Torres**

Recorder with **Cynthia Seputis**

ORFF SCHULWERK MASTERCLASS with **Chris Judah-Lauder**

July 23-27

ILLINOIS MUSIC EDUCATION CONFERENCE (IMEC) 2017

January 24-27

Location: Peoria Civic Center, Peoria, IL

Students seeking credit must also register with IMEC for the conference.

Dates are subject to change. Please check our website and join our mailing list for further updates.

YOUR COURSE HERE!

Have an idea for a MECA course? Whether you're thinking of a general subject or a specific instrument, we want to hear from you! Send your suggestions to our director of continuing and online education at meca@vandercook.edu.

CONTINUING EDUCATION COURSE FORMATS

Weekend Courses

Saturday classes are generally held from 8:00 a.m. to 5:00 p.m., with two 15-minute breaks and one 60-minute lunch break scheduled. **Sunday classes** are generally held from 8:00 a.m. to 1:00 p.m., with one 15-minute break scheduled. Individual schedules and break times may vary per individual instructor.

Online Courses

VanderCook Online is powered by Schoology (www.schoology.com), a learning management system that enables you to interact directly with your instructor, fellow classmates and members of the greater VanderCook Online community. You'll be able to work at your own pace each week while completing assignments and posting responses to discussion questions.

Fall courses officially begin Monday, September 18. Once your registration is processed and your account is created, you'll receive an email with login instructions one week before online courses begin. On the morning of September 18, log in at www.online.vandercook.edu, at which point you'll have access to your classroom and course material.

Instructors will establish specific online chat meeting times once the course has convened. Chat sessions are a required component of all online courses. If you are unable to meet at a scheduled time, please make alternate arrangements with your instructor.

Online MMed/Continuing Education Courses & Credit Hours

Students enrolled in the MMed program at VanderCook are eligible to enroll in online courses at the 500 level. Students not enrolled in the MMed program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates for the MMed and continuing education programs.

Semester credit hours for VanderCook's graduate degree programs are calculated using the 50-minute academic hour or Carnegie Unit (750 minutes per credit). Semester credit hours for the continuing education program are calculated using the 60-minute clock hour (750 minutes per credit).

Hybrid Online/Weekend Courses

In the week(s) prior to the on-campus meeting, you will be added to a special course section in our online learning management system, Schoology (www.schoology.com). Instructors will post materials for you to review, and you'll have the opportunity to connect with your classmates before and after the scheduled on-campus portion(s) at VanderCook. On-campus portions are generally held at VanderCook from 8:00 a.m. to 5:00 p.m. on the scheduled day, unless specified otherwise.

Cancellations

Refunds of tuition, less the non-refundable deposit, may be requested up to 12:00 p.m. CST on the Friday prior to the beginning of the course. Students canceling enrollment in a weekend or retrospective course will be refunded their tuition less \$25. Students canceling enrollment in online courses will receive a refund less \$75. Students canceling enrollment in *Band Instrument Repair* will receive a refund less a \$150 cancellation fee. VanderCook reserves the right to cancel any course due to insufficient enrollment, in which case all tuition will be refunded.

Auditing

Any course may be audited for no credit. Full tuition costs apply.

Photography

By enrolling in a continuing education course, you agree that photographs and/or video taken of you during your participation may be used by VanderCook for promotional purposes. For any questions or concerns, please contact Patrick Benson, Director of Continuing and Online Education, at 312.788.1139 or pbenson@vandercook.edu.

FALL 2017 MECA Continuing Education REGISTRATION FORM

NAME (FIRST, MIDDLE INITIAL, LAST) SOC. SEC. #

HOME ADDRESS CITY STATE ZIP

HOME PHONE WORK PHONE DATE OF BIRTH

SCHOOL NAME SCHOOL ADDRESS

MAJOR INSTRUMENT OR VOICE EMAIL ADDRESS

FIRST NAME AS YOU WOULD LIKE IT TO APPEAR ON YOUR NAME TAG

Have you earned credit through VanderCook before? Yes No

If YES, are you currently enrolled in the VanderCook MMEd program? Yes No

If NO, please indicate degrees earned: BMEd MMEd Doctoral Degree

DEGREE OF MAJOR(S) NAME(S) OF GRADUATING COLLEGE(S)

A degree in music or music education is required to take a continuing education course. Any exceptions must be approved by VanderCook's Director of Continuing and Online Education.

ENROLLMENT

COURSE #	TITLE	TUITION
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COURSE #	TITLE	TUITION
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COURSE #	TITLE	TUITION
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TOTAL

PAYMENT

Check or money order payable to VanderCook College of Music _____
(please indicate "MECA Fall 2017" in the memo field) CHECK #

Visa Discover MasterCard

CARD # EXP. DATE CCV

SIGNATURE DATE

Easy online registration at www.vandercook.edu/programs/meca



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ORGANIZATION
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CHICAGO, IL