

Nagaland College of Music and Fine Arts
KHOUCHEZHU, T. KHELMODEL VILLAGE, KOHIMA, NAGALAND 797001
(Affiliated with Nagaland University) Office +91-9366080238

CURRICULUM 2022



Bachelor of Music



Nagaland College of Music & Fine Arts

Bachelor of music

1st Year

Semester 1

	Course Number	Course Title	Credits
1	BMH 100	Music Appreciation	2
2	BMTH 100	The Fundamentals of Music	2
3	BMSR 101	Sight-Reading I	2
4	BMVP 100	Voice Principle	2
5	BMED 101	Moral Education I	2
6	BMEN 101	English Communication I	2
7	BMCH	Master Choral	2
8	BMENS	Ensemble	1
9	BMCM	Master Class	1
10	BMPL	Performance Lab	1
11	BMAPN	Applied Piano	1
12	BMAVC	Applied Voice	1
13	BMAIN	Applied Guitar	1
		Total	20

Semester 2

	Course Number	Course Title	Credits
1	BMH 101	Music History I	2
2	BMTH 101	Music Theory I	2
3	BMSR 102	Sight-Reading II	2
4	BMSW 101	Song Writing	2
5	BMED 102	Moral Education II	2
6	BMEN 102	English Communication II	2
7	BMCH	Master Choral	2
8	BMENS	Ensemble	1
9	BMCM	Master Class	1
10	BMPL	Performance Lab	1
11	BMAPN	Applied Piano	1
12	BMAVC	Applied Voice	1
13	BMAIN	Applied Guitar	1
		Total	20

2nd Year**Semester 3**

	Course Number	Course Title	Credits
1	BMMH 201	Music History II	2
2	BMTH 201	Music Theory II	2
3	BMSR 201	Sight-Reading III	2
4	BMCDT 201	Conducting I	2
5	BMED 201	Moral Education III	2
6	BMCM 201	Introduction to Church Music	2
7	BMSD 201	Sound Management	2
8	BMCH	Master Choral	2
9	BMENS	Ensemble	1
10	BMMC	Master Class	1
11	BMPL	Performance Lab	1
12	BMLS	Private Lesson	1
13	BMET	Elective 1	1
14	BMET	Elective 2	1
		Total	22

Semester 4

	Course Number	Course Title	Credits
1	BMMH 202	Music History III	2
2	BMTH 202	Music Theory III	2
3	BMSR 202	Sight-Reading IV	2
4	BMCDT 202	Conducting II	2
5	BMED 202	Moral Education IV	2
6	BMDC 101	Choral Diction	2
7	BMCH	Master Choral	2
8	BMENS	Ensemble	1
9	BMMC	Master Class	1
10	BMPL	Performance Lab	1
11	BMLS	Private Lesson	1
12	BMET	Elective 3	1
13	BMET	Elective 4	1
		Total	20

3rd Year**Semester 5**

	Course Number	Course Title	Credits
1	BMMH 301	Music History IV	2
2	BMTH 301	Music Theory IV	2
3	BMCDT 301	Advanced Conducting	2
4	BMED 301	Music Education I	2
5	BMWM 301	World Music	2
6	BMCNT 301	Pop Culture & Analysis	2
7	BMCH	Master Choral	2
8	BMENS	Ensemble	1
9	BMMC	Master Class	1
10	BMPL	Performance Lab	1
11	BMET	Elective 5	1
12	BMET	Elective 6	1
13	BMLS	Private Lesson	1
		Total	20

Semester 6

	Course Number	Course Title	Credits
1	BMMH 302	Music History V	2
2	BMTH 302	Music Theory V	2
3	BMWM 302	Indian Music	2
4	BMED 302	Music Education II	2
5	BMCPT 301	Counterpoint	2
6	BMCM 302	Music in Worship	2
7	BMCH	Master Choral	2
8	BMENS	Ensemble	1
9	BMMC	Master Class	1
10	BMPL	Performance Lab	1
11	BMET	Elective 7	1
12	BMET	Elective 8	1
13	BMLS	Private Lesson	1
		Total	20

4th Year**Semester 7**

	Course Number	Course Title	Credits
1	BMMH 401	20 th Century Music History	2
2	BMTH 401	20 th Century Music Theory	2
3	BMLEL 401	Seminar in Music Analysis I	2
4	BMCH	Master Choral	2
5	BMENS	Ensemble	1
6	BMCM	Master Class	1
7	BMPL	Performance Lab	1
8	BMLS	Private Lesson	1
9	BMET	Elective 9	1
10	BMET	Elective 10	1
11	BMED 401	Pedagogy I	1
		Total	15

Semester 8

	Course Number	Course Title	Credits
1	BMHP	Music History Proficiency	1/P
2	BMTHP	Music Theory Proficiency	1/P
3	BMPNP	Piano Proficiency	1/P
4	BMCH	Master Choral	2
5	BMENS	Ensemble	1
6	BMCM	Master Class	1
7	BMPL	Performance Lab	1
8	BMLS	Private Lesson	1
9	BMET	Elective 11	1
10	BMET	Elective 12	1
11	BMMED 402	Pedagogy II	1
12	BMGD 101	Academic Clearance (Audit)	P
13	BMGD 102	Prelim	2
14	BMGD 103	Recital	4
		Total	18

Edited on November 8, 2021

Chris Choi
 (Academic Dean)
 chrisjazzbass@gmail.com

The Bachelor of Music with Major (in Performance)

Voice
 Piano
 Conducting
 Composition
 Contemporary Music Studies

Introduction

The Bachelor of Music with Major is designed for 4 years of studies. It is a comprehensive music degree that is supported by a track in general and performance studies. This degree is structured to develop musicians who will utilize their talent to serve and lead in churches, concert halls, missions, or school settings. Students choose an applied concentration in voice, piano, composition, conducting or contemporary music studies. Students successfully completing this performance degree may choose to continue their preparation at the graduate level in music performance, sacred/secular music, or worship leadership.

COURSE REQUIREMENTS (for Composition)

Common Hours	Course Number	Course Title	Credit	Remark
	BMH100	Music Appreciation	2	P/F
	BMH101	Music History I	2	
	BMH201	Music History II	2	
	BMH202	Music History III	2	
	BMH301	Music History IV	2	
	BMH302	Music History V	2	
	BMH401	Advanced Music History	2	
	*BMHP	Music History Proficiency	2	P/F
	BMTH100	The Fundamentals of Music	2	P/F
	BMTH101	Music Theory I	2	P/F
	BMTH201	Music Theory II	2	P/F
	BMTH202	Music Theory III	2	P/F
	BMTH301	Music Theory IV	2	P/F
	BMTH302	Music Theory V	2	P/F
	BMTH401	20 th Century Music Theory	2	P/F
	*BMTHP	Music Theory Proficiency	2	P/F
	BMSR101	Sight-Reading I	2	P/F
	BMSR102	Sight-Reading II	2	P/F
	BMSR201	Sight-Reading III	2	P/F
	BMSR202	Sight-Reading IV	2	P/F
	BMDC101	Choral Diction I	2	
	BMCDT201	Conducting I	2	P/F
	BMCDT202	Conducting II	2	P/F
	BMCDT301	Advanced Conducting	2	P/F
	BMCM201	Introduction to Church Music	2	
	BMCM302	Music in Worship	2	
	BMED301	Music Education I	2	
	BMED302	Music Education II	2	
	BMED401	Pedagogy I	2	
	BMED402	Pedagogy II	2	
	*BMLED401	Seminar in Music Analysis	2	P/F

	BMSW101	Song Writing	2	P/F
	BMVP100	Voice Principle	2	
	BMSD201	Sound Management	2	
	BMCPT301	Counterpoint	2	P/F
	BMCNT301	Pop Culture Literature	2	
	BMCNT401	Pop Culture & Analysis	2	
	BMWM301	World Music	2	
	BMWM302	Indian Music	2	
General Hours	Course Number	Course Title	Credit	Remark
	BMED101	Moral Education I	2	
	BMED102	Moral Education II	2	
	BMED201	Moral Education III	2	
	BMED202	Moral Education IV	2	
	BMEN101	English Communication I	2	
	BMEN102	English Communication II	2	
	*BMCH	Master Choral	2	P/F
	*BMPL	Performance Lab	1	P/F
	*BMMC	Masterclass	1	P/F
	BMAPN	Applied Piano	1	
	BMAVC	Applied Voice	1	
	BMAINS	Applied Instrument	1	
	BMLS	Private Lesson	1	P/F
Elective	Course Number	Course Title	Credit	Remark
	BMET	Composition Literature	1	
	BMET	Film Music	1	
	BMET	Choral Diction II	1	
	BMET	Orchestration	1	
		<i>Select One Course</i>		
	BMET	Music Theory Proficiency	1	
	BMET	The Fundamentals of Music	1	
Ensemble	Course Number	Course Title	Credit	Remark
		<i>Select Four Courses</i>		
	BMENS	Percussion Ensemble I	1	
	BMENS	Contemporary Ensemble	1	
	BMENS	Jazz Ensemble	1	
	BMENS	Accompaniment	1	
	BMENS	Hymn Playing	1	
	BMENS	Four-Hands Piano	1	
	BMENS	Broadway Song	1	
	BMENS	Baroque Guitar Ensemble	1	
	BMENS	Latin Guitar Ensemble	1	
	BMENS	Choral Ensemble	1	



Nagaland College of Music and Fine Arts

Bachelor Course Rotations *(All Course Rotations are subject to change)*

NCMFA/Course. ALLYEARS/#2021_1

8 November, 2021

General Music Course

BMH 100: Music Appreciation
BMH 101: Music History I
BMH 201: Music History II
BMH 202: Music History III
BMH 301: Music History IV
BMH 302: Music History V
BMH 401: Advanced Music History
BMHP: Music History Proficiency

BMTH 100: The Fundamentals of Music
BMTH 101: Music Theory I
BMTH 201: Music Theory II
BMTH 202: Music Theory III
BMTH 301: Music Theory IV
BMTH 302: Music Theory V
BMTH 401: 20th Century Music Theory
BMTHP: Music Theory Proficiency

BMSR 101: Sight-Reading I
BMSR 102: Sight-Reading II
BMSR 201: Sight-Reading III
BMSR 202: Sight-Reading IV

BMDC 101: Choral Diction I

BMCDT 201: Conducting I
BMCDT 202: Conducting II
BMCDT 301: Advanced Conducting

BMCM 201: Introduction to Church Music
BMCM 302: Music in Worship

BMED 301: Music Education I
BMED 302: Music Education II
BMED 401: Pedagogy I
BMED 402: Pedagogy II

BMLED 401: Seminar in Music Analysis

BMSW 101: Song Writing
BMVP 100: Voice Principle
BMSD 201: Sound Management

BMCPT 301: Counterpoint

BMCNT 301: Pop Culture Literature
BMCNT 401: Pop Culture & Analysis

BMWM 301: World Music
BMWM 302: Indian Music

General Course

BMED 101: Moral Education I
BMED 102: Moral Education II

BMED 201: Moral Education III
BMED 202: Moral Education IV

BMEN 101: English Communication I
BMEN 102: English Communication II

Elective Course (for the concentration student)

BMET: Voice Literature
BMET: Voice Development
BMET: Choral Diction II
BMET: The History of Opera
BMET: Broadway Musical

BMET: Piano Literature
BMET: Chords Master
BMET: Piano Proficiency
BMET: History of Piano

BMET: Guitar Literature
BMET: Early Masters of the Modern Classical Guitar

BMET: Composition Literature
BMET: Film Music
BMET: Orchestration

BMET: Conducting Literature
BMET: History of Conducting
BMET Baton Technique

BMET: Contemporary Music Literature
BMET: Aesthetic View of Music and Tone Control
BMET: History of Pop culture
BMET: Interpretation & Analysis of Pop Culture

Ensemble (for all the student)

BMENS: Percussion Ensemble I
BMENS: Contemporary Ensemble
BMENS: Jazz Ensemble
BMENS: Accompaniment
BMENS: Hymn Playing
BMENS: Four Hands Piano
BMENS: Broadway Song
BMENS: Baroque Guitar Ensemble
BMENS: Latin Guitar Ensemble
BMENS: Choral Ensemble

Applied Studies

BMAPN: Applied Piano
BMAVC: Applied Voice
BMAIN: Applied Instrument
BMLS: Private Lesson (for Major Studies)

Mandatory for All Years

BMCH: Master Choral
BMPL: Performance Lab
BMMC: Masterclass

The Bachelor of General Music

The Bachelor of General Music is designed for 3 years of studies. It is a comprehensive music degree that is supported in general studies. This degree is structured to develop musicians who will utilize their talent to serve and lead in churches, concert halls, missions, or school settings.

COURSE REQUIREMENTS (for Voice Performance)

Common Hours	Course Number	Course Title	Credit	Remark
	BMH100	Music Appreciation	2	P/F
	BMH101	Music History I	2	
	BMH201	Music History II	2	
	BMH202	Music History III	2	
	BMH301	Music History IV	2	
	BMH302	Music History V	2	
	*BMHP	Music History Proficiency	2	P/F
	BMTH100	The Fundamentals of Music	2	P/F
	BMTH101	Music Theory I	2	
	BMTH201	Music Theory II	2	
	BMTH202	Music Theory III	2	
	BMTH301	Music Theory IV	2	
	BMTH302	Music Theory V	2	
	*BMTHP	Music Theory Proficiency	2	P/F
	BMSR101	Sight-Reading I	2	P/F
	BMSR102	Sight-Reading II	2	P/F
	BMSR201	Sight-Reading III	2	P/F
	BMSR202	Sight-Reading IV	2	P/F
	BMDC101	Choral Diction I	2	
	BMCDDT201	Conducting I	2	
	BMCDDT202	Conducting II	2	
	BMCM201	Introduction to Church Music	2	
	BMCM302	Music in Worship	2	
	BMED301	Music Education I	2	
	BMED302	Music Education II	2	
	BMSW101	Song Writing	2	
	BMVP100	Voice Principle	2	
	BMSD201	Sound Management	2	
	BMCNT301	Pop Culture Literature	2	
	BMWM301	World Music	2	
	BMWM302	Indian Music	2	
General Hours	Course Number	Course Title	Credit	Remark
	BMED101	Moral Education I	2	
	BMED102	Moral Education II	2	
	BMED201	Moral Education III	2	
	BMED202	Moral Education IV	2	

	BMEN101	English Communication I	2	
	BMEN102	English Communication II	2	
	*BMCH	Master Choral	2	P/F
	*BMPL	Performance Lab	1	P/F
	*BMMC	Masterclass	1	P/F
Ensemble	Course Number	Course Title	Credit	Remark
		<i>Select Four Courses</i>		
	BMENS	Percussion Ensemble I	1	
	BMENS	Contemporary Ensemble	1	
	BMENS	Jazz Ensemble	1	
	BMENS	Accompaniment	1	
	BMENS	Hymn Playing	1	
	BMENS	Four-Hands Piano	1	
	BMENS	Broadway Song	1	
	BMENS	Baroque Guitar Ensemble	1	
	BMENS	Latin Guitar Ensemble	1	
	BMENS	Choral Ensemble	1	



Nagaland College of Music and Fine Arts

Bachelor Course Rotations *(All Course Rotations are subject to change)*

NCMFA/Course. ALLYEARS/#2021_1

8 November, 2021

General Music Course

BMH 100: Music Appreciation
BMH 101: Music History I
BMH 201: Music History II
BMH 202: Music History III
BMH 301: Music History IV
BMH 302: Music History V
BMHP: Music History Proficiency

BMTH 100: The Fundamentals of Music

BMTH 101: Music Theory I
BMTH 201: Music Theory II
BMTH 202: Music Theory III
BMTH 301: Music Theory IV
BMTH 302: Music Theory V
BMTHP: Music Theory Proficiency

BMSR 101: Sight-Reading I
BMSR 102: Sight-Reading II
BMSR 201: Sight-Reading III
BMSR 202: Sight-Reading IV

BMDC 101: Choral Diction I

BMCDT 201: Conducting I
BMCDT 202: Conducting II

BMCM 201: Introduction to Church Music
BMCM 302: Music in Worship

BMED 301: Music Education I
BMED 302: Music Education II

BMSW 101: Song Writing
BMVP 100: Voice Principle
BMSD 201: Sound Management

BMCNT 301: Pop Culture Literature

BMWM 301: World Music
BMWM 302: Indian Music

BMET: Piano Proficiency

General Course

BMED 101: Moral Education I
BMED 102: Moral Education II

BMED 201: Moral Education III
BMED 202: Moral Education IV

BMEN 101: English Communication I
BMEN 102: English Communication II

Ensemble (for all the student)

BMENS: Percussion Ensemble I
BMENS: Contemporary Ensemble
BMENS: Jazz Ensemble
BMENS: Accompaniment
BMENS: Hymn Playing
BMENS: Four Hands Piano
BMENS: Broadway Song
BMENS: Baroque Guitar Ensemble
BMENS: Latin Guitar Ensemble
BMENS: Choral Ensemble

Mandatory for All Years

BMCH: Master Choral
BMPL: Performance Lab
BMMC: Masterclass

Diploma

Certificate Course

B. Mus entrance exam Course

Introduction

Diploma Course is designed for 1 year of studies. There will be two courses in this track. One is for achieving 1 year of music study certificate and the other one is equivalent to get into B. Mus entrance exam. Students will be learning in various music subjects including music theory, music history, song writing, sound management, and many ensembles. Students successfully completing this course may choose to continue their preparation at the undergraduate level in B. Mus studies.

COURSE REQUIREMENTS (for certificate course or B. Mus entrance exam course)

Common Hours	Course Number	Course Title	Credit	Remark
	BMH100	Music Appreciation	2	
	BMH101	Music History I	2	
	BMTH100	The Fundamentals of Music	2	P/F
	BMTH101	Music Theory I	2	
	BMSR101	Sight-Reading I	2	P/F
	BMSR102	Sight-Reading II	2	P/F
	BMDC101	Choral Diction I	2	
	BMCDT201	Conducting I	2	
	BMSW101	Song Writing	2	
	BMVP100	Voice Principle	2	
	BMSD201	Sound Management	2	
General Hours	Course Number	Course Title	Credit	Remark
	BMED101	Moral Education I	2	
	BMED102	Moral Education II	2	
	BMEN101	English Communication I	2	
	BMEN102	English Communication II	2	
	*BMCH	Master Choral	2	P/F
	*BMPL	Performance Lab	1	P/F
	*BMMC	Masterclass	1	P/F
	BMAPN	Applied Piano	1	
	BMAVC	Applied Voice	1	
	BMAINS	Applied Instrument	1	
Ensemble	Course Number	Course Title	Credit	Remark
		<i>Select Four Courses</i>		
	BMENS	Percussion Ensemble I	1	
	BMENS	Contemporary Ensemble	1	
	BMENS	Jazz Ensemble	1	
	BMENS	Accompaniment	1	
	BMENS	Hymn Playing	1	
	BMENS	Four-Hands Piano	1	
	BMENS	Broadway Song	1	
	BMENS	Baroque Guitar Ensemble	1	
	BMENS	Latin Guitar Ensemble	1	
	BMENS	Choral Ensemble	1	



Nagaland College of Music and Fine Arts

Bachelor Course Rotations *(All Course Rotations are subject to change)*

NCMFA/Course. AllYEARS/#2021_1

8 November, 2021

General Music Course

BMH 100: Music Appreciation

BMH 101: Music History I

BMTH 100: The Fundamentals of Music

BMTH 101: Basic Music Theory

BMSR 101: Sight-Reading I

BMSR 102: Sight-Reading II

BMDC 101: Choral Diction I

BMCDT 201: Conducting I

BMSW 101: Song Writing

BMVP 100: Voice Principle

BMSD 201: Sound Management

General Course

BMED 101: Moral Education I

BMED 102: Moral Education II

BMEN 101: English Communication I

BMEN 102: English Communication II

Ensemble (for all the student)

BMENS: Percussion Ensemble I

BMENS: Contemporary Ensemble

BMENS: Jazz Ensemble

BMENS: Accompaniment

BMENS: Hymn Playing

BMENS: Four Hands Piano

BMENS: Broadway Song

BMENS: Baroque Guitar Ensemble

BMENS: Latin Guitar Ensemble

BMENS: Choral Ensemble

Applied Studies

BMAPN: Applied Piano

BMAVC: Applied Voice

BMAIN: Applied Instrument

Mandatory for All Years

BMCH: Master Choral

BMPL: Performance Lab

BMCM: Masterclass

MANUAL
FOR
BACHELOR'S DEGREE STUDENTS



Nagaland College of Music
& Fine Arts

2021-2022

Revised on November 8, 2021

INTRODUCTION

In this manual, the student will find the answers to the most frequently asked questions about the bachelor's degree programs in the Nagaland College of Music and Fine Arts: Bachelor of Music with Major, Bachelor of Music with Major and minor, Bachelor of General Music, Diploma Program are briefly discussed. Generally, the approach is chronological, beginning with admission and audition procedures and ending with proficiency examinations and graduation.

The NCMFA *Catalog* is the final written authority on academic matters. However, certain policies and procedures established by the faculty are not contained in the *Catalog*, and thus this manual serves as a supplement to it. Students will follow the requirements of the current *Catalog* at the time of their admission (2020-21 Syllabus, you can download from our website www.nagalandcmfa.com) into a specific degree program in NCMFA; they may choose to follow a new *Catalog* if they so desire. Students should consult the latest version of this manual [online](#), however, for matters of procedure that may have been modified.

The individual student is expected to become familiar with degree requirements and the contents of this manual as well as the general academic regulations contained in the *Catalog*. Consult these documents first whenever in doubt about academic policies and procedures. For additional information and advice, please consult your Academic Dean.

UNDERGRADUATE PROFESSIONAL STUDY

Students in the bachelor's degree programs in the Nagaland College of Music and Fine Arts are preparing for the future leader of church music. Their commitment to that ministry lends a distinctive purposefulness to all of their activities in preparation for service.

While this manual deals with mechanical and procedural matters, it should be emphasized from the very beginning that certain attitudes and qualities should characterize the mature undergraduate student, including integrity, responsibility, attention to detail, self-discipline, independence, punctuality, initiative, originality, creativity, and ingenuity.

Undergraduate students should possess a framework of general knowledge into which new and specific information can be assimilated. They should cultivate a comprehensive approach to music that enables them to interpret meanings and relationships and to make valid judgments. They should be familiar with resource materials and research techniques. They should understand and use the technical terms of the discipline of music. They should be intelligent in listening, perceptive in observation, analytical and incisive in thinking, and effective in oral and written communication. Finally, a genuine enthusiasm and enjoyment ought to characterize much of the undergraduate student's professional pursuits.

MISSION OF THE BACHELOR'S PROGRAM

The purpose of the Nagaland College of Music and Fine Arts is to provide professional education in western music for individuals engaging in their future careers.

NCMFA seeks to provide excellent music leadership for churches, schools, denominational agencies, and local music academies.

Students who graduate with a major in music performance will:

1. Demonstrate technical proficiency in the chosen concentration that enables a high level of artistic self-expression in both solo and ensemble performance.
2. Demonstrate musical understanding based on knowledge of music fundamentals and historical styles and the ability to use this understanding in aural, verbal, and visual analyses
3. Develop skill in composition and improvisation and
4. Develop familiarity with technological resources which can enhance research, composition, teaching, or performing.

Three programs are provided for fulfilling this purpose.

Bachelor of Music with Major (4 years)

The Bachelor of Arts in Music is designed to provide advanced musical training in western music, specializing in such areas as piano performance, vocal performance, conducting, composition, and contemporary music studies. Additionally, the degree provides individual lessons, electives, ensembles, and masterclass as completion of their programs.

The degree is designed for four years of curriculums with recital. Before the recital and graduate, students must pass piano proficiency, history review, and theory review.

Bachelor of Music with Major and minor (4 years + years)

Bachelor of Music with Major and minor is designed for advanced students who seek to deepen their understanding of minor studies for their extra knowledges. Additionally, the degree provides individual lessons, electives, ensembles, and masterclass as other major students would have. Only difference in between the major students and minor students is no need to have undergraduate recital.

The degree is designed for four years of curriculums without recital. Before the recital and graduate, the student must pass piano proficiency, history review, and theory review.

Bachelor of General Music (3 years)

Bachelor of General Music Program is designed to provide essential musical training integrated with focused study in western music without a major concentration.

The degree is designed for three years of curriculums without undergraduate recital. Before the graduate, the student must pass piano proficiency, history review, and theory review.

Diploma Program (1 year)

Diploma Program is for those who never had musical experiences of learning. The program is designed for one year to pass the entrance exam in order to have eligibility to enrol into Bachelor of Music studies.

ACADEMIC AND ATTENDANCE POLICIES

Course Substitution/Transfer of Credit

Course substitution allows the student to “substitute” a course but does not decrease the number of hours required for the degree. Substituting course may be granted to students who have completed courses with a grade of “passing” or higher in their studies that are similar to the following music and theology courses in the bachelor’s programs in the Nagaland College of Music and Fine Arts.

For music (Diploma) courses, advanced standing is granted through examination.

For moral education courses (Biblical Studies), students should request a transcript evaluation for advanced standing from the Academic Dean.

Students may transfer up to half of a degree from an accredited institution. Courses transferred must have a grade of “passing” or better. Please consult the *Catalog* for additional requirements. Students should consult the Academic Dean concerning the transfer of credits.

GPA / Academic Difficulty

All bachelor’s degree students in the Nagaland College of Music and Fine Arts are required to maintain a “passing” (grade above 50%) average in all courses. Students who fall below the required GPA will receive an Academic Warning. Continued failure to achieve the required GPA will eventually lead to Academic Probation and then Academic Suspension. These various levels of Academic Difficulty, which are calculated and administered by the Academic Division are strictly enforced, so the student should be aware of these policies. The student should read carefully the section on Academic Difficulty in the *Catalog* under Academic and Attendance Policies.

GPA / Academic Difficulty / Failing / Levelling

All levelling students who have failed subjects, lessons, and masterclasses must complete their levelling courses to complete their authentic degree programs.

Academic Warning: students will be getting a warning from the Academic Dean to give an encouragement of the integrity of academic achievement.

*Will be given verbal to the student based on their academic/performance achievements

Academic Probation: students will be discontinued the subject that they might have performed poorly. Levelling courses will be assigned by the Academic Dean

*Will be given letter to the student’s family based on the student’s academic/performance achievements

*The student will not be allowed to enrol or proceed certain levels until GPA will meet satisfactory to the next semester or year

Academic Suspension: students will have to stop their studies as the result of failing the Academic Probation.

*Will be given letter to the student’s family based on the student’s academic/performance achievements

*The student will not be allowed to come back next semester or year until the academic year will provide the subject or course

**Master Choral, Masterclass and Performance Lab are mandatory in order to fulfil the semester

**3/4 (75%) of absent from classes will cause incompleteness of your academic achievement

**1/4 (25%) of absent from lesson will cause incompleteness of your performance achievement

**1/4 (25%) of assignments that failed to submit will cause incompleteness of your academic achievement

**Below 50% of grade will cause incompleteness of your academic achievement

Time Limit

All requirements for the Bachelor of Music with Major, Bachelor of Music with Minor, and Bachelor of General Music Program must be completed within a period of 7 years from the time of admission.

All requirements for the Diploma Program must be completed within a period of 3 years from the time of admission.

An extension of this time may be granted to students who are close to completion and are making steady progress in the degree program or are living in a certain circumstance.

Degree Plans

The *Catalog* contains the official degree plan for each bachelor's degree and for each concentration on the **B. Mus.** degree. The student will follow the *Catalog* for the year in which they were fully admitted into their respective degree program.

If revisions are made to the degree plan during the time of a student's course work, the student may opt to follow the new *Catalog* if desired. The decision to follow a new *Catalog* is final, so consultation with the Managing Director as well as the Academic Dean is recommended before making such a decision. To change *Catalogs*, the student must complete the [Degree Change Request](#).

Students who are not registered in class for no more than two consecutive semesters may return under their original *Catalog*. All other students will return under the requirements of the current *Catalog* unless their absence was due to severe illness or due to a certain circumstance.

Change of Degree Program or Concentration

Students wishing to change their degree program should consult the Academic Dean. The student must have solid reasons according to academic and performance perspectives.

Students wishing to change, add, or drop their applied area on the Bachelor of Music must receive approval from the instructor of the applied area or concentration, complete the Change of Concentration Request Form, and submit it to the Academic Dean. Fail to follow all of the above will be charged as a penalty.

Security Deposit

Every Semester begins, students must deposit their security deposit. It is to make uniform of administrative measures. Any penalties and late fees will be deducted from the security deposit.

At the end of semester, students will get refunded.

Deadlines for Admission Fees

1st instalment: students must complete their payment before semester starts.

2nd instalment: students must complete their payment before Mid-term exam.

3rd instalment: students must complete their payment before the last month of the semester.

*Fail to complete will be discussed with the Academic Division

Register for additional exams and proficiencies

Students must submit forms and fees of any exams and proficiencies in order to take. Each proficiency can be taken once a month of the semester.

Piano Proficiency: students must apply and register for the exam one week prior to the actual exam.
The exam will be held in performance lab

Criteria will be asking:

Major & minor scales in two octaves for both hands
4 parts Hymn playing according to you own choice. C Major key will not be counted.
Two Classic pieces given a week before the exam
Chord playing with inversions

History Review: students will demonstrate for comprehensive knowledges of musical periods.

Theory Review: students will demonstrate for comprehensive music theory.

Counselling

Students experiencing academic, financial, or other difficulties are urged to discuss their situation with a professor, their advisor, an academic dean, or the managing director. Too often students simply withdraw from classes or do not return without seeking help that was readily available. Members of the music faculty may be able to help directly or may refer the student to appropriate measures.

Plagiarism

Plagiarism is the act of taking credit for ideas and words that are not one's own. Exploiting the work of another person without attribution and appropriate documentation involves both theft and deception. Plagiarism occurs when a writer does not give credit when borrowing an idea, opinion, or thesis of another writer, reproducing another's argument or line of reasoning, quoting a brief phrase or lengthy section from another source, slightly or thoroughly paraphrasing a passage, or completely restating a passage. Even when cited appropriately, verbatim quotations, no matter how brief, must be identified by quotation marks.

As a form of intellectual dishonesty, plagiarism is condemned throughout the academic community, and under certain conditions in the public sector it can be a felony. Students who commit it may receive a failing grade for an assignment or for an entire course or be expelled from school; professional scholars may permanently ruin their academic reputations or lose their jobs. As Christian scholars, we are called to a high degree of academic, moral, and spiritual integrity and must be vigilant in guarding against committing this offense. Claiming ignorance or innocence in intent does not rationalize the behaviour.

When a professor determines that a student is guilty of plagiarism, a conference should be held with the student to explain the charges of plagiarism and the severity of the offense. The professor may give a failing grade for the assignment. Repeat offenses will require conferences with the Academic Dean.

For additional information on what constitutes plagiarism and for techniques to avoid it, visit www.plagiarism.org.

STUDENT COMPLAINTS

The Nagaland College of Music and Fine Arts is committed to providing excellent instruction in a positive environment for its students. If a student is concerned about course content, the quality of instruction, grading policies, or a more personal matter with an instructor, the student should first share his or her concerns with the instructor.

If a resolution cannot be reached, the student should take the matter next to the Academic Dean and then, if necessary, to the Managing Director. Finally, the student may seek assistance from the dean. If the issue is of a grievous ethical nature, the student may go directly to the dean.

At each step of the process, the goal is to reach a satisfactory understanding of the situation and mutually beneficial resolution.

PARTICIPATION

Degree requirements, including ensemble participation, chapel attendance, and concert attendance, are expressed as *minimum* expectations. The Nagaland College of Music and Fine Arts provide excellent opportunities to acquire more than minimal preparation, and students are encouraged to take advantage of these.

The music faculty encourages its students to participate actively in music making every semester they are registered and to become a part of the community in which they will find colleagues who will support them throughout their future careers.

ORIENTATION

At the beginning of each fall and spring semester, orientation is held for all new students in the Nagaland College of Music and Fine Arts. New music students meet together with the dean and faculty to be introduced to NCMFA policies and procedures. Students also participate in auditions and entrance examinations. Students meet with their assigned faculty advisors for their individual degree programs. Detailed information and a schedule of activities is distributed to each new student before orientation.

DROP or CHANGE DEGREE PLAN

The only reason the student can drop his/her study is due to a lack of ability to continuing study. Other than that, any academic performance or financial reasons may be consulting with the college or the Academic Dean.

The freshmen will be observing and auditing any major studies while they are remaining as non-major students. This is to get to know which degree plan will be offering and suitable for the student's future carrier.

The beginning of the 2nd year, the student will get to choose their major studies.

To change degree plan or add a minor, the student must decide before the 3rd year begin. No later than that.

All the Major student **MUST** complete minimum of consecutive lessons for two years. All the student will be remaining as their major studies till the graduation.

TAKING BREAKS (On Leave)

Due to any circumstances, the student can take breaks after consulting with the Academic Dean. The period of time of the break will be one year or years. There will be no weeks, months or just for one semester of the break without a proper notification with submission of the form.

ACADEMIC CLEARANCE

All the students who complete their courses and hours of credits **MUST** be audited by the Academic Dean before the graduation process. This is to find out whether the student completed all the course and subject without any failing or not. In order to get the clearance, the student must know which subject or course has been failed and retaken.

GRADUATION

All the students who complete their courses and hours of credits are eligible to apply the graduation process.

Bachelor of Music with Major and Bachelor of Music with Major and Minor: Procedure **A**
 Bachelor of General Music: Procedure **B**
 Diploma Program: **C**

Procedure A

Academic Clearance: To see academically completed without any failing subjects or hours of credits.
 If there is any failing or lack of hours, the graduate candidate CAN'T graduate.

Criteria will NOT be considered as:

- Failing subjects
- Shortage of lessons and masterclasses (1/4) of the semester
- Failing any proficiencies (Piano, History, and Theory)
- Failing payments

Preliminary Recital: after the Academic Clearance, all the graduate candidates must pass the preliminary recital prior to have the undergraduate recital. This is to be the final grade as a completion of his/her bachelor's degree.

Students must have a comprehensive knowledge for their major performances and studies. The preliminary recital must be scheduled at least a month before the undergraduate recital. Please consult your instructor for the date.

Failing to present the deepen knowledge of their own performances and studies will cause of postpone the graduation process to the next semester.

Undergraduate Recital: after the academic clearance and the preliminary recital are accepted, students may advertise their undergraduate recital.

Criteria might have to consider:

- Poster
- Invitation card
- Reception

Procedure B

Academic Clearance: To see academically completed without any failing subjects or hours of credits.
 If there is any failing or lack of hours, the graduate candidate CAN'T graduate.

Criteria will NOT be considered as:

- Failing subjects
- Failing any proficiencies (Piano, History, and Theory)
- Failing payments

Procedure C

Academic Clearance: To see academically completed without any failing subjects or hours of credits.
 If there is any failing or lack of hours, the graduate candidate CAN'T graduate.