School of Music
MUSC 699/799 Information Form
Must be Completed Prior to Registration

(Circle ONE)
MUSC 699A, Recital MUSC 699B, Thesis MUSC 699C, Composition
MUSC 699D, Final Project MUSC 799, Performer’s Certificate Research and Performance

Name ___________________________________   Student ID Number ___________________________

A graduate student in a Master of Music area of study who has formally begun the thesis or its equivalent must register in MUSC 699 in each subsequent term, including summers, until the work is approved by the Graduate School. A graduate student in the Performer’s Certificate program must register in MUSC 799 in each term, including summers, until the work is approved by the Graduate School. Registration in 699/799 may be in absentia.

All work done under 699/799 must be in consultation with a project director, who, along with a majority of the student’s committee, must sign a Graduate School approval form when the work has been satisfactorily completed.

PERMISSION (Must be signed by the Project Director for MUSC 799, MUSC 699A, or MUSC 699C. For students who wish to register for MUSC 699B or MUSC 699D, the entire committee must sign, attesting that the thesis/ project proposal has been reviewed and approved.

_________________________________________           _______________
(Director)                               (Date)

If the director is a Full or Provisional Member of the Graduate Faculty, approval is required from the Director of the School of Music, Dean of the College, and Dean of the Graduate School. If the director is a Senior Member of the Graduate Faculty, no additional approval is required.

_________________________________________            _______________
(Member)                               (Date)

_________________________________________            _______________
(Member)                               (Date)

Research Involving Human Subjects
Faculty who conduct research involving human subjects, or who supervise graduate students who do such research, must insure that procedures set by the University Institutional Review Board are strictly followed. Any research projects involving the use of human subjects, regardless of source of funding, must have IRB review and approval before data collection can begin. “Human subjects research” means any systematic investigation in which data are collected via intervention or interaction with any living individual or by collection of identifiable private information that is designed to develop or contribute to generalized knowledge. In addition to physical procedures and interactions, this includes research involving questionnaires, surveys, and interviews. Retroactive IRB approval of a project after data have been collected is not possible under the federal regulations, and conducting human subjects research without prospective IRB review and approval puts NIU in danger of federal sanctions and could jeopardize faculty and student (including thesis/dissertation) research progress. The University’s Office of Research Compliance (Adams Hall room B-4) has forms and helpful information posted on its web site (www.grad.niu.edu/orc).