

# UNT Chorale

MULB 1815.500 | MULB 5171.505

## Fall 2025 Syllabus

**Rehearsals:** 12:00-12:50PM | M,Tu,W,Th  
M/W in MU 230, Tu/Th in MU 232

**Office Hours:** By appointment  
**Office:** MU 217

**Instructors:** Mr. Matt Carlson  
Mr. Eric Martinez

**Emails:** [MattCarlson@my.unt.edu](mailto:MattCarlson@my.unt.edu)  
[EricMartinez9@my.unt.edu](mailto:EricMartinez9@my.unt.edu)

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## Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

## Course Description

The UNT Chorale is open to any singing musician – music major and non-music major – who wishes to perform quality tenor-bass choir repertoire in a supportive and inclusive environment. We strive to make your participation in the UNT Chorale a rewarding and enriching part of your UNT music experience. To that end, our course objectives are as follows:

## Course Objectives

1. To perform varied, engaging, and inspiring choral music, representing diverse composers and style periods.
2. To continue to develop our musicianship to the highest caliber, focusing on tone development, musicianship skills, choral artistry, and expressive performance.
3. To foster a positive and focused rehearsal environment that is both challenging and fulfilling.
4. To build a community of trust and respect for one another, regardless of race, religion, orientation, gender, ability, or age.
5. To be a model of excellence in tenor-bass choral music, and to serve as positive representatives of ourselves, the College of Music, and the University of North Texas to the choral world.

## Course Materials & Repertoire

- **Black 3-ring binder** for your music (matte covers only, no gloss) or **tablet** in a solid black case
- **Pencil** (or stylus if using a tablet) – please do not mark printed music with anything other than pencil
- **Chorale Performance Uniform** (see below)
- Assigned UNT Chorale **Repertoire**

## Performance Uniform

The UNT Chorale performance uniform is formal concert black of your choosing. Your attire should make you feel comfortable and best fit your gender identity.

- Shirts must cover shoulders with a sensible neckline, covering shoulders and stomach. Pants/skirts/dresses must be below the knee, at least mid-calf.
- Black closed-toes and closed-back dress shoes, no more than 2" heel. Black socks or black/nude knee highs or hosiery. No sneakers, no sandals.
- Accessories: Non-distracting, modest jewelry may be worn but it is not required. No hoops or dangles, please. Hair should be pulled away from the face. Please do not wear perfume/cologne on stage, and please do wear deodorant.

## Repertoire

All sheet music for the semester will be provided as a hard copy or as a digital download via Canvas. If you opt for the digital copies, please know that these are for you as a member of this course and are not allowed to be shared or reproduced. Such actions are a violation of copyright law. At the end of the semester, digital music must be deleted and all hard copy music must be returned. Music must be present at every rehearsal. All music for the semester is LOANED to you. Students will be issued music for which they are responsible. Any damaged or lost music will result in a zero for your Music Return grade for the semester.

UNT Chorale Calendar – Fall 2025			
Date	Event	Time	Location
Friday, September 5	Chorale Retreat	5:00-7:00pm	MU 230, 232, RH, VH
Saturday, September 20	Dress Rehearsal	10:00-11:00am	MPAC
Friday, September 26	ChoralFest	Call: 6:50pm (Lyric) Concert: 7:30pm	MPAC
Friday, October 24	Singing Assessment Due	11:59pm	Canvas
Monday, November 17	Dress Rehearsal	12:00-1:30pm	MPAC
Tuesday, November 18	Fall Concert (with Concert Choir)	Call: 6:30pm Concert: 7:30pm	MPAC
Tuesday, December 2	Sounds of the Holidays Rehearsal	6:00-9:00pm	MPAC
Thursday, December 4	Sounds of the Holidays Rehearsal	6:00-9:00pm	MPAC
Friday, December 5	Sounds of the Holidays Concert	Call: 7:00pm Concert: 7:30pm	MPAC

## Calendar Notes

- Check the Dress Rehearsal with your class schedule. Notify your professors of any class conflicts during the first week of the semester. Remind them of this absence both two weeks in advance and at the end of the last class before your absence. Remember that this is a graded assignment for a class.

## Grading

### Attendance – 100 points

All students will receive 100 points for rehearsal attendance to begin the semester. Additionally, every student is given 4 absences for the semester with no penalty, regardless of reason\*. For each subsequent absence, your semester grade is reduced by one full letter grade. If a student is absent 7 or more times before a performance and/or has not passed an assigned assessment for that performance, the student will not be afforded the privilege to perform in that concert. Please send an email to the instructors and your section leader to inform them of any absences, no matter how close it might be to the rehearsal.

A tardy is considered not being in your rehearsal position with your course materials when class begins. Two tardies equate to one absence. Arriving 20 or more minutes after the start of class is automatically considered an absence.

\*Special circumstances will be considered on a case-by-case basis and are accommodated at the discretion of the instructor.

### Participation – 50 points

See “Rehearsal & Performance Expectations” below. Actions that violate the expectations of the UNT Chorale will result in a reduction of the student’s participation grade, at the discretion of the instructor after a conversation with the student.

### Class Assignments – points vary

See Canvas for any additional assignments that may come up during the semester.

### Special Rehearsals – 50 points each (250 points total)

Chorale Retreat

ChoralFest Dress Rehearsal

Fall Concert Dress Rehearsal

Sounds of the Holidays Rehearsals

Special Rehearsals are graded on attendance and participation. These are critical rehearsals to the success of the choir that cannot be made up with alternate assignments. Your presence is highly valued to contribute to your section sound. An unexcused absence will result in a zero. Excused absences will be granted at the discretion of the instructor, and will be marked as excused in Canvas, which will lower your grand total points for the semester. Communicate any conflicts with the instructor during the first week of classes, or the moment that something new comes up. The general guideline is that when you have committed to an event, and something else comes along, the event to which you have already committed takes priority. Add these dates to your calendar at the start of the semester, and be sure to refer to them throughout the spring.

### Concerts – 150 points each (450 points total)

ChoralFest (Friday, September 26)

Fall Concert (Tuesday, November 18)

Sounds of the Holidays (Friday, December 5)

Concerts are graded on the following:

1. **Performance Attire** that follows the guidelines in the syllabus. Point deductions are at the discretion of the instructor.
2. **Attendance:** arriving on time according to the scheduled call. Students will receive a 5 point deduction for each minute they are late. For example, if you are ten minutes late, your concert grade will be a 100/150, or 66%.

An absence from the concert with no notification will result in an automatic fail for the semester. The student's maximum semester grade will be a 59%.

### **Singing Assessment – 50 points**

Submit recordings of concert repertoire via Canvas. More details will be provided later in the semester.

### **Music Return – 50 points**

#### Final Letter Grade

- A: 90-100%
- B: 80-90%
- C: 70-79%
- D: 60-69%
- F: below 60%

### **Bonus Points**

Bonus points are available but are not guaranteed (except Attendance) and may be canceled for any number of reasons including, but not limited to, weather, safety emergencies, and health. These are not replacements. Rather, they are a non-guaranteed reward for additional work and are not required to be completed.

1. Attendance
  - 5 points for 3 class absences or fewer
  - 7 points for 2 class absences or fewer
  - 10 points for 1 class absence or fewer
  - 15 points for 0 class absences
2. New member recruit – 15 points per recruit (recruit must enroll in the course)
3. Attend another UNT choir performance – 5 points per performance
  - a. Email an audience selfie with the program to an instructor for credit
4. Choral Library Assistance on Final Chorale Day – 20 points
  - a. If you are interested in assisting with the library work, email the instructor ahead of the last class day. Positions will prioritized for those who may need extra credit the most.

## **Rehearsal & Performance Expectations**

Members of the UNT Chorale are expected to respect themselves, one another, and the process of our collaborative work together. Please be mindful of the following:

1. **Be on time** – Plan to arrive at least five minutes early for all rehearsals and performance call times. Be in your assigned place prior to the start of class.
2. **Be prepared** – Come to each class and performance with required materials (music, pencil, water, etc.). Take care of necessary bathroom and cosmetic breaks before rehearsal begins.
3. **Be engaged** – Contribute to a productive rehearsal environment. Physical presence does not automatically imply mental engagement. Please be mentally present.

4. **Be responsible** – Take care of the space in which we work by cleaning up after yourself and ensuring that our spaces are kept in good order.
5. **Be aware** – Offer respect and kindness to your fellow musicians, and remain mindful that your opinions and experiences are likely different than those of others. Our diverse perspectives and experiences make us a stronger family of musicians. Any derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
6. **Be respectful** – While approaches may vary, the conductors are responsible for the musical well-being of the ensemble. Speak to the conductor in the same manner you wish to be addressed and keep in mind that they are human, just like you. These same principles should be applied to your fellow musicians.
7. **Be active** – Mark your music diligently and purposefully. If the conductor gives an explicit musical instruction, make sure that information is marked in your score quickly and without prompting. Monitor your alignment and vocal technique. You are responsible for producing your best vocal tone on all times. Practice quietly and/or follow along in your music when not asked to sing.

## Communication

For this and all UNT courses, please check your UNT email and our course's Canvas page on a regular basis. Time-sensitive communication, course announcements, and reminders will be sent to this email address and posted on this course's Canvas page. The student is responsible for all disseminated information. Please see UNT's [Online Communication Tips](https://clear.unt.edu/online-communication-tips) (<https://clear.unt.edu/online-communication-tips>) for guidance.

## Devices

The use of phones, watches, or tablets in any manner not relating to the rehearsal is not allowed in class at any time. Please be sure they are on Do Not Disturb and/or put away before class begins. Tablet users should only be using their score-reading app during rehearsal. Section leaders may use phones for attendance taking purposes. If you use a tablet, you must have an app that allows you to write on the music. Forscore is recommended as the music industry standard app. Piascore will also work as a free option.

## Bump Days

Due to rehearsal space conflicts, there will be certain days when the UNT Chorale will meet in a different location. Please check your email and Canvas regularly for announcements regarding rehearsal information.

## Add/Drop Policy

Please be aware that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment, you may be required to begin paying back your student loans. After the 12th class day, students must first submit a completed "Request to Drop" form to the Registrar's Office. The last day for a student to drop a class in Spring 2025 is November 7. See Academic Calendar (listed above).

## Additional Policies

- A. **STUDENTS WITH CLASS CONFLICTS:** If you have class conflicts with our rehearsal time, you may be asked to sing portions of the repertoire before the concert to assess your preparation. A student that is not prepared on their music may not be given the opportunity to sing in the concert.

- B. **RETURN OF STUDENT WORK:** Students should expect a grade on submitted work within two weeks of the due date. If an assignment is turned in late, it will be given lower priority than other assignments that were turned in on time and still need to be graded.
- C. **JURY SCHEDULING:** Students should not schedule their end-of-semester jury against a regularly scheduled class.

#### DEFIBRILLATORS IN THE COLLEGE OF MUSIC

- Music Building: Across from the west side of the Music Commons, directly across from the elevator
- Music Building: Third floor hallway, across from the staircase that comes up from the Copy Room. Next to Room 322
- Music Building: Across from the Copy Room next to Room 293
- Music Building: Voertman Lobby by the big double set of doors that lead out to the courtyard
- Music Building: Main Office (247) under the student worker's desk
- Music Annex: Next to room MA117, near the triple set of doors on the east side of the building
- Music Practice Building North: First floor on the Avenue C side
- Music Practice Building South: First floor on the Avenue C side
- Bain Hall: First floor by the restrooms
- Murchison Performing Arts Center: Located off the main lobby, beyond the grand staircase, across from the single occupancy restroom (next to the public water fountains)

#### ACADEMIC INTEGRITY

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students (Office of Academic Integrity), who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

See: [Academic Integrity](#)

LINK: <https://policy.unt.edu/policy/06-003>

#### STUDENT BEHAVIOR

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc.

See: [Student Code of Conduct](#)

Link: <https://deanofstudents.unt.edu/conduct>

#### ACCESS TO INFORMATION – EAGLE CONNECT

Your access point for business and academic services at UNT occurs at [my.unt.edu](https://my.unt.edu). All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect.

See: [Eagle Connect](#)

LINK: [eagleconnect.unt.edu/](https://eagleconnect.unt.edu/)

#### ODA STATEMENT

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter. You can now request your Letters of Accommodation ONLINE and ODA will mail your Letters of Accommodation to your instructors. You may wish to begin a private discussion with your professors regarding your specific needs in a course. Note that students must obtain a new letter of accommodation for every semester. For additional information see the Office of Disability Access.

See: [ODA](#)

LINK: [disability.unt.edu](https://disability.unt.edu). (Phone: (940) 565-4323)

**Health and Safety Information**

Students can access information about health and safety at: <https://music.unt.edu/student-health-and-wellness>

**Registration Information for Students**

See: [Registration Information](#)

Link: <https://registrar.unt.edu/students>

**Academic Calendar, Fall 2025**

See: [Fall 2025 Registration Information](#)

Link: <https://registrar.unt.edu/registration/fall-academic-calendar.html>

**Final Exam Schedule, Fall 2025**

See above

**Financial Aid and Satisfactory Academic Progress**Undergraduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total hours registered. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

Students holding music scholarships must maintain a minimum 2.5 overall cumulative GPA and 3.0 cumulative GPA in music courses.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended that you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

See: [Financial Aid](#)

LINK: <http://financialaid.unt.edu/sap>

Graduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 3.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Music scholarships require a 3.5 cumulative GPA. Students cannot exceed maximum timeframes established based on the published length of the graduate program. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended you schedule a meeting with an academic advisor in your college, an advisor in UNT-International or visit the Student Financial Aid and Scholarships office to discuss dropping a course.

See: [Financial Aid](#)

LINK: <http://financialaid.unt.edu/sap>

**RETENTION OF STUDENT RECORDS**

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university's policy in accordance with those mandates.

See: [FERPA](#)

Link: <http://ferpa.unt.edu/>

**COUNSELING AND TESTING**

UNT's Center for Counseling and Testing has an available counselor for students in need. Please visit the Center's website for further information:

See: [Counseling and Testing](#)

Link: <http://studentaffairs.unt.edu/counseling-and-testing-services>.

For more information on mental health resources, please visit:

See: [Mental Health Resources](#)

Link: <https://disparities.unt.edu/mental-health-resources>

**ADD/DROP POLICY**

Please be reminded that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment you may be required to begin paying back your student loans. See Academic Calendar (listed above) for additional add/drop Information.

Drop Information: <https://registrar.unt.edu/registration/fall-academic-calendar.html>

#### **STUDENT RESOURCES**

The University of North Texas has many resources available to students. For a complete list, go to:

See: [Student Resources](#)

Link: <https://success.unt.edu/aa-sa-resources>

#### **CARE TEAM**

The Care Team is a collaborative interdisciplinary committee of university officials that meets regularly to provide a response to student, staff, and faculty whose behavior could be harmful to themselves or others.

See: [Care Team](#)

Link: <https://studentaffairs.unt.edu/care-team>

The counselor for music students is:

Myriam Reynolds

Chestnut Hall, Suite 311

(940) 565-2741

[Myriam.reynolds@unt.edu](mailto:Myriam.reynolds@unt.edu)