



SCHOOL OF MUSIC

**TRANSFER OF MUSIC MAJOR REQUEST FORM  
TEXAS CHRISTIAN UNIVERSITY  
SCHOOL OF MUSIC**

Any student admitted to a major in music may transfer between the BM, BME, and BA majors after a *minimum* of one (1) semester of faculty observation. More may be required. The observation and approval of three (3) full-time faculty members is required: the student's Major Professor and two other members of the appropriate division. In the case of a request to BA, the student's academic advisor must serve as one faculty sponsor. In the case of a request to BME, a music education faculty member must serve as one faculty sponsor and the student must obtain approval from the Division Chair of Music Education. The observation period may be retroactive.

**It is the student's responsibility** to obtain agreements to observe and the subsequent approvals. This form must be completed and submitted to the appropriate Division Chair no later than 48 hours after the student's Final Jury of the observed semester(s).

Name: \_\_\_\_\_ TCU ID: \_\_\_\_\_

Current Degree Program: \_\_\_\_\_ Desired Degree Program: \_\_\_\_\_

Expected graduation date: \_\_\_\_\_

The following faculty members have observed my work for at least one semester and support my request:

Major Professor: \_\_\_\_\_  
Name Signature

Faculty Sponsor 1: \_\_\_\_\_  
Name Signature

Faculty Sponsor 2: \_\_\_\_\_  
Name Signature

*Administrative Use Only*

This student is approved for a transfer of major to:

- Bachelor of Music – Performance
- Bachelor of Music Education
- Bachelor of Arts in Music

Music Education Chair (for BME transfers only) \_\_\_\_\_  
Name Signature

Division Chair: \_\_\_\_\_  
Name Signature



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Coord. of Undergraduate Studies:

\_\_\_\_\_

Name

\_\_\_\_\_

Signature

Director, School of Music:

\_\_\_\_\_

Name

\_\_\_\_\_

Signature

*7/21/2025*



SCHOOL OF MUSIC

**TRANSFER OF MUSIC MAJOR REQUEST FORM: COMPOSITION**  
**TEXAS CHRISTIAN UNIVERSITY**  
**SCHOOL OF MUSIC**

Those seeking to transfer into the BM in Composition should submit the following to the Division Chair of Music Composition four weeks prior to juries:

- CV
- TCU Transcript
- Letter of intent
- Two letters of endorsement, one from their Composition Teacher and one from their Major Professor
- A portfolio of at least four recent compositions, ideally each of them for different instrumental/vocal forces. Include recordings if available.

Students must also complete this form and submit to the Division Chair of Music Composition no later than 48 hours after the student's Final Jury.

Name: \_\_\_\_\_ TCU ID: \_\_\_\_\_

Current Degree Program: \_\_\_\_\_ Desired Degree Program: \_\_\_\_\_

Expected graduation date: \_\_\_\_\_

The following faculty members support my request:

Major Professor: \_\_\_\_\_  
 Name Signature

Composition Teacher: \_\_\_\_\_  
 Name Signature

*Administrative Use Only*

This student is approved for a transfer of major to Bachelor of Music–Composition.

Division Chair: \_\_\_\_\_  
 Name Signature

Coord. of Undergraduate Studies: \_\_\_\_\_  
 Name Signature

Director, School of Music: \_\_\_\_\_  
 Name Signature