

APPLICATION FOR AMTA APPROVAL OF NEW GRADUATE DEGREE PROGRAMS IN MUSIC THERAPY

Note: Please refer to the AMTA *Standards for Education and Clinical Training, Professional Competencies, Advanced Competencies, and Policies and Procedures for Academic Program Approval* in preparing this application.

Send five (5) copies of the following information to AMTA. If the academic institution is not located in the United States, a total of six (6) copies of the application materials must be submitted in English.

Preliminary information (to be provided on cover sheet)

Name and address of institution; date proposal is submitted, status of institution's NASM accreditation/affirmation and NASM plan approval for new graduate degree programs, names of music therapy program director and head of academic unit for the music therapy program, including email addresses for both. (Please note that AMTA must be informed immediately of any changes in NASM status).

I. Rationale

- A. Briefly outline the school's educational philosophy as it pertains to music therapy.
- B. Briefly describe resources of the school, which are particularly applicable to music therapy education as discussed above.
- C. Discuss the need and demand for this program.

II. Administration and Policy Information

- A. Provide an organizational chart of the administrative unit housing the music therapy program and the administrators who will be responsible for it.
- B. Briefly describe the process by which decisions pertaining to the music therapy program will be made.

III. Program

Notes:

- 1) If the program intends to offer the Equivalency and does not offer the undergraduate degree in music therapy, an application for approval of the Equivalency program must also be submitted.
 - 2) If the degree program is provided via distance learning format (either part or all of the program requirements), please describe how the academic courses and clinical training are offered and how students are evaluated and supervised. Please include this information in all of the remaining items (where applicable) including the curriculum, course syllabi, admissions requirements, and clinical training. Refer to the "Guidelines for Distance Learning" in the *Standards for Education and Clinical Training*, Section 8.
- A. Specify type of degree(s) to be awarded in music therapy and the total number of credit hours for degree(s) in semester or quarter hours; submit a curricular table for degree program(s) and course sequence time-lines for all degree programs being reviewed; list enrollment numbers for the baccalaureate degree program, equivalency program, and graduate degree program(s) (if applicable) for the past three years.

- B. Please list all individuals who teach music therapy courses in your program, **and** indicate if the faculty positions are full-time or part-time; under each faculty name list the courses that each will teach per semester or term, the number of credits for each course, and the usual or average student enrollment expected in each course.

<u>Faculty Member</u>	<u>Courses Taught</u>	<u># Credits</u>	<u># Students</u>
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- C. List course titles, credits, and other requirements which address each of the AMTA standards for master's degrees; that is, imparts advanced competencies as specified in the AMTA *Advanced Competencies*, (a) Music Therapy Theory; (b) Advanced Clinical Skills; and (c) one of the following areas: Research, Musical Development and Personal Growth, Clinical Administration. For doctoral degree programs, list course titles, credits, and other requirements which address how the program imparts advanced competence in research, theory development, clinical practice, supervision, college teaching, and/or clinical administration, depending on the title and purpose of the program.

- D. Describe the process by which students are admitted to the music therapy program. If your institution offers an equivalency program in music therapy in conjunction with a graduate degree, describe how students in the equivalency program will be evaluated and meet the requirements for the AMTA *Professional Competencies* in the areas of musical foundations, clinical foundations, and music therapy. What work is required/provided for students who reveal academic or musical deficiencies upon admission? Describe whether credit toward the degree(s) is permitted for study directed toward completion of these professional competencies and/or any deficiencies. Under what conditions are students dismissed from the program?

- E. Include course descriptions and course syllabi for all music therapy courses.

- F. Briefly describe the design of your clinical training program, including a list of field agencies used for clinical training, both pre-internship and internship placement, if applicable (unless the site is already on the AMTA National Roster of Internships); provide the names and professional designations or credentials of supervisors for clinical training sites (with the exception of sites on the AMTA National Roster of Internships). Describe the involvement of the academic faculty during student internship placement (if applicable). Also describe how the master's degree program will meet the requirement for a supervised clinical component beyond completion of the 1200 hours of clinical training required for acquisition of the AMTA *Professional Competencies* and concurrently with or following completion of graduate music therapy courses.

- G. Briefly describe how student competence is evaluated at various stages of the program, including student competence level in the required areas prior to completion of degree and/or equivalency requirements; and include examples of evaluation forms.

- H. Briefly describe the competency-based system for program evaluation by graduates, by faculty, by clinical training supervisors (both pre-internship and internship), and/or students; and include examples of evaluation forms. Briefly describe how the results of the evaluations

(above) will be used as the basis for program development, quality assurance, and program change.

IV. Faculty

- A. Provide a curriculum vitae for each faculty member teaching a music therapy course which includes a detailed listing of clinical experience in music therapy and whether that experience is full-time or part-time.

If the faculty member does not have a graduate degree in music therapy, please indicate if that faculty has a minimum of 12 semester hours or the equivalent of graduate credits in music therapy beyond the undergraduate degree or equivalency requirements; or indicate if the faculty member was hired as faculty in an association-approved program prior to the year 2000.