Undergraduate Admissions Checklist

**Step 1: Complete the University Undergraduate Admission Application:**
- Texas State Admissions Website:
  [http://www.admission.TxState.edu/](http://www.admission.TxState.edu/)
  Phone: (512) 245-2364
- International Student Admissions Website:
  [http://www.admissions.TxState.edu/_undergrad/Internat/home.htm](http://www.admissions.TxState.edu/_undergrad/Internat/home.htm)
- Texas Common On-line application Website:
  [www.applytexas.org](http://www.applytexas.org)

**Step 2: Submit Online Audition Request, attach resume; supply names and email address of the people who will recommend you:**
- Submit Audition Request Form
- Create resume - Include the following applicable information and save:
  1. Your name, postal address, phone number and primary email address. Your correct email address is very important since this is how you will receive all information pertaining to your audition as well as your audition results.
  2. Name & address of your current school
  3. Name & phone number of your band / choir / orchestra director
  4. Name & phone number of private lessons teacher(s) of your primary instrument (or voice)
  5. Number of years of piano lessons (if piano is not your primary instrument)
  6. Honors & Awards, including:
     Number of years in all region and or all state ensembles
     Number of years of region and/or state solo competitions;
     highest rating received
  7. Work/Volunteer & Musical Performance experience
- Attach your saved resume in the Online Audition Request Form
- Include on the Online Audition Request Form, the names and email addresses of at least two people (one music and one non-music) who will recommend you. (They will be contacted and asked to submit letters online).
- **Deadlines for receipt of Online Audition Request and all required documents:**
  1. **Sound Recording Technology majors:** 4 weeks prior to audition date. (Please visit the SRT website
     [http://www.txstate.edu/music/srt/](http://www.txstate.edu/music/srt/).
  2. **All other Music majors:** 1 week prior to audition date
Step 3: Audition & Preparation
- Choose music suggested by Undergraduate Audition Repertoire
- Audition Day:
  Registration: between 8:00am - 9:00am
  Those who register first, audition first
  Auditions begin: 9:15am

NOTE: Live auditions are preferred; however, prospective music students who are unable to audition in person due to geographic distance from campus may attach a recorded audition that represents the students best performing abilities via the Audition Request Form (under the media tab).

Step 4: Acceptance to Texas State & School of Music
- Texas State Acceptance
  1. The acceptance process usually takes 6 weeks
  2. Residence Life will send application after acceptance
  3. Orientation packets are sent in early May
  4. Orientation website – check for useful info
  5. Each student will meet with the Undergraduate Music Advisor during orientation to determine class schedule.
  6. Students will register for classes during orientation
- School of Music Acceptance
  1. Acceptance to the School of Music is contingent upon admission to the University. NOTE: If you have not already been accepted to Texas State or even applied your audition results will be delayed.
  2. Please refer to University Admissions policies for admissions requirements
  3. Return Signed Acceptance Confirmation Form (If applicable).
  4. Attend summer orientation (see above)

Within two weeks of auditioning, you will be notified of your School of Music status by email: “accepted”, “not accepted” or “pending”. (If your status is “pending”, that means you have been placed on a waiting list until a more definite decision can be made. You will be notified again when your status changes to “accepted” or “not accepted”).

Phone: 512-245-4612; Fax: 512-245-8181; Email: musicauditions@txstate.edu