

## **Requirements for the Master thesis of graduate students of Moscow State Institute of Music named after A.G. Schnittke (070100.68 Art of Music)**

### 1. General information

1.1. The Master's graduation thesis is the final stage of higher professional education, its aim being to reinforce the academic culture and the necessary scope of methodological ideas and skills in conformity with the Master's specialization.

1.2. The Master's thesis (to be called "Thesis" further on) is a qualifying paper confirming the author's ability to carry out independent scientific research. The Thesis must show the ability of the author to present the material concisely, logically and exemplify it. The layout of the thesis must conform to the rules of laying out scientific publications.

1.3. The Thesis must contain:

- The explanation of the choice of the topic;
- Its topicality and practical value;
- The aims and tasks of the research;
- The survey of the literature published on the topic of the research;
- The presentation of findings;
- Conclusions;
- Bibliography;
- Contents.

1.4. The topic of the Thesis is determined at the beginning of the Master's course, confirmed the next year and approved by the Rector's Order upon request of the graduating Department not later than 15 October of the current academic year.

1.5. The text of the Thesis must not be shorter than 72 pages or longer than 96 pages of typed text, including no more than two appendices which must amount to no more than 10 percent of the whole text.

### 2. The layout of the text

2.1. The text of the Thesis is submitted by the Master to the Department in 2 typed copies with a visa from the scientific supervisor.

2.2. The text of the Thesis must be printed without setting off or underlining on one side of a standard sheet of white single-tone paper, font size 14, one-and-a-half space. Margin size: left – 30 mm, right – 15 mm, upper – 20 mm, lower – 20 mm. Every page must contain 1700 signs approximately (28 lines, 60 signs each).

2.3. Every new chapter begins with a new page. It is prohibited to put a period at the end of a title, placed in the center of the line, to underline titles and to carry words over to the next line.

2.4. Links to the bibliography are presented in the following way: [№ of the item in the list of bibliography, № of page].

2.5. Appendices are placed on the last pages of the thesis. Every appendix must begin with a new page with a note in the right upper corner “Appendix” and have its number and title. The connection of the main body of the text with appendices is maintained through links.

### 3. Documents submitted to the State Attesting Commission.

3.1. The text of the Thesis prepared for the defence on approval of the graduating department is submitted to the Dean’s Office for extramural reviewing no later than one month before the defence.

3.2. The Reviewing of the Thesis is carried out by the Dean’s Office. The official reviewer is appointed out of specialists of other departments related to the sphere of knowledge of the Thesis and is approved by Rector’s Order upon the request of the Dean’s Office.

3.3. The main documents submitted by the applicant for the Master’s degree are:

- The text of the Thesis prepared for the defence;
- The written resolution of the scientific supervisor;
- A reference document from the Supervisor of the Master’s programme confirming the completion by the applicant of the Master’s Main Educational Programme;

- A review that the applicant receives 10 days before the defence.

3.4. The resolution of the scientific supervisor includes the following:

- The conformity of the Thesis to the Master's specialization;
- A short description of the work (topicality, theoretical depth and practical value, the degree of readiness for the defence, the conformity to the requirements set out for the Master's graduation paper).

3.5. The main document, submitted for the defence, is the text of the report, read out or retold at the session of the State Attesting Commission.

#### 4. The defence of the Master's Thesis

4.1. The defence takes place publicly at the session of the State Attesting Commission and begins by the Chairman of the Commission announcing the title of the Thesis, the name, surname and patronymic name of the author and the scientific supervisor. The Secretary of the Commission reports about the documents required for the procedure and gives a short description of the applicant for the Master's degree (academic performance, publications and reports on the topic of the Thesis).

4.2. After that the scientific supervisor characterizes the attitude of the applicant to the scientific work, brings up other issues related to the applicant's academic and practical activity. If the scientific supervisor is absent at the defence, his/her written resolution is read out.

4.3. After that the applicant describes the findings of the research. His/her speech is based on the main propositions of the report meant to show the level of theoretical preparation, outlook and the ability to present the findings in an accessible way.

4.4. After the applicant's report the Secretary of the Commission reads out the official review of the paper and lets the applicant answer all questions.

4.5. The members of the Commission and those invited may ask any questions related to the problems brought up in the thesis and to

the methods of research, ask for details, etc. After that the applicant may make concluding remarks.

- 4.6. The duration of the defence of 1 paper must not exceed 1 hour. The applicant's report must be not more than 20 minutes long, the questions of the reviewers must be answered within 10 minutes. The questions of the Commission and those present must be answered within 20 minutes.
- 4.7. The results of the defence are discussed at the session of the Commission behind closed doors. The decision is taken by simple voting of the members, taking part in the session. In case of an evenly divided vote, the Chairman's decision is final. The Chairman announces the marks after drawing up an official protocol of the defence.