

INFORMATION SHEET FOR EXAMINERS OF MASTER OF MUSIC THERAPY INTEGRATED THESIS

Reference: [Master's Thesis Regulations](#)

The detailed requirements for students enrolled in the above degree is set out on the *New Zealand School of Music website* <https://www.victoria.ac.nz/nzsm>.

The degree includes a thesis of 120 points which normally requires at most 12 months but not less than two trimesters of full-time work or the equivalent in half-time work. The thesis in this programme is defined as –

- a) **music therapy casework**, for which students receive a mid-year and end of year assessment.
- b) an **exegesis (written research report)** critically examining an aspect of this practice; and
- c) an oral examination which includes **case presentation and discussion of the exegesis** with examiners.

The thesis is examined by two examiners, who are people with standing in the field of the thesis being examined and who normally have experience of Master's supervision and examination. Usually at least one of these examiners will be a member of the staff of another university or similar institution (the "external examiner"), and the other examiner will be a member of the Victoria University staff (the "internal examiner"). The examiners will provide a report on the written exegesis, which will be undertaken independently and without consultation with the other examiner (see page 2). Once this is completed, the two examiners will be invited to attend live the final viva examination (usually by video conference/Zoom) when the student will present casework related to the exegesis. The examiners will also be supplied with all reports of casework assessment and the transcript of the casework presentation before the examination. Examiners will be asked to provide an independent grade which represents their holistic evaluation of all items of assessment (including a) music therapy casework reports, b) exegesis, and c) case presentation and discussion of exegesis).

Length of Exegesis:

In general, no maximum or minimum length has been laid down for the MMus Therapy exegesis word count. However, Victoria University recommends that the 120-point thesis for the MMUS Therapy should comprise an exegesis of between 14,000-18,000 words in length (excluding footnotes, appendices and bibliography), plus a presentation of 30 minutes on casework approved by the supervisor, and reports on mid-year and end of year casework assessments.

If you have any questions about the examinations process or Panoho, please contact the FGR-Exams Team FGR-Exams@vuw.ac.nz

As an examiner you are asked to:

1. Access the thesis documents in [Panoho](#) in the student's **Examiner Reports** workflow.
2. Write your **Exegesis report** before the oral exam.
3. Following the oral exam, complete the Examiner report workflow within 10 days. This includes your Examiner recommendation as to the grade and outcome. You will need to upload two documents that will be shared with the student:
 - a. **Exegesis report**
 - b. **Integrated Thesis report**

Notes on the Exegesis Report:

In your report, please include your opinion, supported by comment, on the quality of the exegesis. This will include - for example - comments on some or any of the following: overall form and content of the research report, background to the topic, careful scholarly referencing, clear presentation of the research question, understanding of the methodology, ethical considerations, insightful findings with appropriate and meaningful examples, critical and reflexive understanding in discussion and appropriate conclusions. (While this is "early career" research by new music therapy (student) professionals, it may be helpful also to comment on "contribution to the literature" or research field.)

It is expected that in all instances a Master of Music Therapy thesis will demonstrate that the student can organise and undertake music therapy casework in a professional and ethical manner, and present an appropriate case summary in the oral examination: and further, through the exegesis, can evaluate and critically examine the casework, devising an appropriate research question and methodology and drawing conclusions from the data they gather.

Academic Integrity

If you believe that the thesis contains plagiarised material or have other concerns about academic integrity in this thesis, then please tick "yes" and either:

- For minor concerns, outline your concerns in your report (those that could reasonably be addressed by the candidate in amendments or revisions.
- For more serious concerns, email fgr-exams@vuw.ac.nz summarising your concerns. The Exams Team will take your concerns to the Dean.

Recommended grade

Grades are required for all master's theses/portfolios. The grades used at Victoria University of Wellington are set out below, with corresponding percentages and indicative descriptions for guidance. **For more detailed characteristics specific to the Master of Music Therapy, see the descriptors in the table below.** Please note that the initial grade you recommend for the *written work* will be reviewed after the oral examination, and you are asked to provide an overall integrated grade for the completed portfolio thesis.

Recommended outcome

You are asked for your outcome recommendation on the exegesis under one of the following alternatives:

- 1. Pass with no amendments** - The candidate will not be required to make any changes.
- 2. Pass with minor amendments required** - Only minor changes apply to this category. Generally minor changes are editorial only, such as making small corrections, adding missing citations or correcting typographical errors, but “minor” can include slight changes. The awarded grade will not change when corrections are made.
- 3. Revision and re-submission required** - The exegesis /portfolio does not pass but can be brought up to a “pass” grade with significant work of up to a maximum of 4 months (full-time) enrolment under supervision. The thesis/portfolio will require formal re-examination by the same examiners unless there are exceptional circumstances. After resubmission, the highest grade that may be awarded is a C minus. Resubmission for a second time is not permitted. No candidate may receive a class of honours or distinction or merit (as appropriate for the degree) if the thesis/portfolio has had to be resubmitted.
- 4. Fail** - The exegesis /portfolio is rejected as unsatisfactory, and the candidate is not allowed to re-submit the thesis/portfolio for re-assessment. Either a D or an E grade is awarded.

Master of Music Therapy (MMusTher)

Casework and Research NZSM 526

Criteria for Assessment of Integrated Thesis

Mark Range		Descriptors
A+	90+	The candidate shows strong originality in ideas, research, musicality, writing and presentation. Practical and written work includes high quality analysis of clinical/musical evidence. There is evidence of an impressive ability to integrate theory and practice, and a mature ‘therapeutic attitude’ is shown (relative to the stage of training). There are clear and ample examples of critical evaluation. Written work is coherently structured and excellently presented. Casework is fluently and persuasively presented and highly musical. Reports on practice indicate high quality work within teams, excellent reflection and a safe and ethical approach. (*In a clinically based study, well-chosen and accurately recorded or notated musical evidence is likely to be included).
A A-	80-89	Practical and written work presented is of a very high standard. There is evidence of thorough and appropriate research and a good balance of independent thinking, musical understanding and study of other literature. Theory and practice are well integrated, and the work includes good levels of analysis and critical evaluation of the subject. Written work is well structured and presented. Therapeutic understanding is well developed (relative to the stage of training). Casework is expressed clearly, fluently and musically, and presentation is good. Reports on practice indicate good quality teamwork, good reflection and safe ethical approach. (*In a clinically based study, well-chosen and accurately recorded or notated musical evidence will usually be included).

