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| <p style="text-align: center;">Texas Community College Band Directors Association Policies and Procedures Formally adopted _____</p> |
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Section 1 **Membership:** Institutional Audition Fee

- a. Each institution that participates in TCCBDA audition activities is required to pay an annual Institutional Audition fee of **\$50.00**. This fee is collected once per year, per school, whether students are auditioning for the Symphonic Band or the Jazz Ensemble, or both and regardless of the number of students auditioning from the school. **Participating Schools will each receive a CD of the TMEA performance, regardless of whether an auditioning student made an ensemble.**
- b. See Participation Fee Structure, Section 7, for complete listing of fees regarding All-State Ensembles

Section 2 **TCCBDA All-State Ensembles Rules for Eligibility:** In order for a student to be eligible for, and participate in the TCCBDA All-State organizations, they must meet the following requirements:

- a. The sponsoring director must be a current active member of TMEA;
- b. The student must be certified by his/her TMEA active member director as registered for college credit in the school's parent group during both the semester of the audition (Fall) and the TMEA activity (Spring);
- c. The student must possess a high school diploma or equivalent at the time of audition;
- d. The student may not participate as a member of the Community College All-State organizations, in any combination, for more than three years;
- e. The student must not have been dismissed by TCCBDA from prior participation;
- f. The Texas Community College Band Directors Association reserves the right to deny participation in the all-state ensembles to students from institutions which fail to provide qualified personnel to assist with the band audition procedure at the convention site in San Antonio. Furthermore, students housed at the convention must have a sponsoring director housed at the same hotel.

Section 3 **All State Ensemble Clinicians**

- a. Clinicians for both ensembles shall be selected two years in advance.
- b. It is preferred that clinicians be selected from Texas universities.
- c. Clinicians will be given an honorarium of \$1,200 in addition to the following expenses:
 1. Travel-mileage based upon round-trip mileage from clinician's home to convention hotel. Rate shall be the IRS rate for business travel.
 2. Lodging at the host hotel
 3. Meal Allowance will be paid at a per diem rate of \$50 for a maximum of four days (Wednesday, Thursday, Friday, Saturday); receipts are not required.
- d. Clinicians need to send titles of repertoire selections to the Music Organizer no later than November 1st for Symphonic Band and December 1st for Jazz Ensemble.

Section 4 **Student Conduct Policy**

- a. Students selected to participate in the TCCBDA all-state ensembles must abide by the TCCBDA Student Code of Conduct as well as student conduct policies imposed by their institution/college.
- b. Each student participant must submit a completed TCCBDA Form 6 – Student Code of Conduct no later than arrival at the host hotel in San Antonio. Students under the age of 18 must have a parent signature on the form.
- c. Participation in the TCCBDA All-State ensembles is a privilege granted by TCCBDA and as such may be revoked or withdrawn at any time if determined to be in the best interest of the ensemble, the other student participants, or TCCBDA.
- d. **Summary of TCCBDA Student Code of Conduct**
 1. Students signify that they recognize the authority of their individual colleges in governing their actions in relation to the college, and they agree to abide by any regulation concerning student conduct set up by their college or its representatives.
 2. Students acknowledge and accept the authority of TCCBDA to govern, to restrict, and, if deemed necessary by TCCBDA, to terminate an individual's participation in the clinic/convention, without restriction or recourse.
 3. The security of a student's equipment is their own responsibility. Students should not leave equipment unattended at any time.
 4. Students must remain reasonably quiet at all times in the hotel. TVs, radios, etc. must be played with volume at low levels.
 5. No practicing or playing instruments in the hotel after 10 P.M.
 6. Curfew for all students is 1:00 A.M. Students must be in their assigned rooms and not leave them after this time.
 7. Hotel room doors are to be kept locked at all times.
 8. Only parents, spouses, and registered guests of the hotel are allowed in your hotel room.
 9. Any damages to hotel property or the convention buildings must be paid for by the responsible individual.
 10. Students may not audition for a college, conservatory, or summer camp during the clinic/convention.
 11. Students are to wear their TMEA name badge to all rehearsals.
 12. Students are expected to be present at, and early for, all rehearsals and performances. Absence from a rehearsal or seating audition will, in most cases, disqualify the student from any further participation in the all-state ensemble and clinic/convention.
 13. Students who are late to rehearsals may face chair reduction or removal from the ensemble.
 14. The possession and/or consumption of alcoholic beverages are not permitted for any student, regardless of age.
 15. The illegal possession and/or use of controlled substances (drugs or illegal materials) are prohibited.
 16. Disruptive behavior, physical or verbal abuse, or failure to conduct oneself in a responsible and courteous manner will serve as grounds for removal from TCCBDA activities and housing.
 17. Students who are removed from an ensemble for any reason are no longer a participant in TCCBDA or TMEA activities. They must surrender their TMEA nametag and are not allowed to remain in TCCBDA housing. It will be

the responsibility of the sponsoring director to coordinate and secure transportation for the student's immediate return to his/her campus.

18. The student's sponsoring director shall be responsible for enforcing both college and TCCBDA imposed policies.
19. Cell phones and other portable electronic devices are not permitted in rehearsal without approval of the ensemble organizer.
20. Preferred concert attire for both ensembles is formal black.

Section 5 **Sponsoring Director Responsibilities**

- a. Agree to abide by and enforce all TCCBDA policies and decisions.
- b. Ensure that electronic audition files are functioning, are labeled correctly, and contain the entire audition material. Inaccuracies or errors will result in disqualification. It is strongly advised that the student, then the director, listen to the entire audition file before submission.
- c. Complete all required paperwork and submit all fees in a timely manner.
- d. Provide qualified personnel to assist with band audition procedure at TMEA. "The Texas Community College Band Directors Association reserves the right to deny membership in the all-state ensembles to students from institutions which refuse to provide qualified personnel to assist with the band audition procedure at the convention site in San Antonio."
- e. TCCBDA members and auditionees agree that the decision of all audition judges, recording and seating, is final. Concerns regarding auditions may be directed only to the Vice President.
- f. Agree to be housed at the same hotel as their participating students and be responsible for their student's behavior. Any exceptions to this policy must be coordinated through the President.
- g. Contact the Vice President as soon as changes arise regarding their students' participation in the all-state ensemble (not returning to school, etc.) so that housing and roster adjustments can be made and an alternate may be contacted in a timely manner.
- h. Ensure the business office of their institution has the current treasurer's address on file.
- i. Agree to refrain from contacting the host hotel directly until TMEA authorizes us to do so.
- j. Call the host hotel in mid-January and guarantee their rooms (directors' and students') with a credit card. Failure to do so will result in the reservation for that school being cancelled by the hotel.
- k. Assist with equipment move from host hotel to concert site on Saturday morning.

Section 6 **TCCBDA Housing Policy**

Due to liability and logistical reasons, all members participating in TCCBDA ensembles MUST be housed in host hotel.

- a. Housing reservations at the host hotel are coordinated by the Vice-President.
- b. Members of the all-state ensembles will be assigned rooming based on the directions given on "TCCBDA Form 1 – Symphonic Band Auditions" and "TCCBDA Form 2 – Jazz Ensemble Auditions".

- c. Faculty members and sponsoring directors must submit “TCCBDA Form 3 – Housing Request for Faculty” to the Vice President by the specified deadline to secure rooms for themselves.
- d. Students housed at the convention must have a director housed at the same hotel.
- e. Initial room reservations for student participants and directors will be made by the Vice-President in mid-December. These reservations will be made for Wednesday, Thursday, and Friday nights only. Tuesday and/or Saturday nights may be added when each director calls the hotel in January to guarantee their reservation(s).
- f. In mid-December, the Vice-President will send housing lists to TCCBDA members. As changes arise (students not returning to school, etc), contact the Vice-President to update rooming lists and ensemble rosters.
- g. In mid-January, directors will be instructed to call the host hotel and guarantee their rooms (yours and your students') with a credit card. Failure to do so will result in your reservation being cancelled by the hotel.
- h. Directors are not to contact the hotel directly until TMEA authorizes us to do so.
- i. Reservations are made only for sponsoring directors, assisting faculty, and students who are members of one of the all-state ensembles. Reservations for all others, including student music clubs or alternates for the all-state ensembles, must be made through TMEA Housing, not the TCCBDA Vice-President.
- j. Directors of students selected as **alternates** for the all-state ensembles are strongly advised to house themselves at the host hotel in case their student should be moved into the ensemble at the last minute. *If the director does not have their own room at the host hotel, the alternate will not be permitted to be housed at the host hotel (TCCBDA policy); it will be the director's responsibility to secure housing for their student.*

Section 7

Participation Fee Structure

- a. Each institution that participates in TCCBDA audition activities is required to pay an annual Institutional Membership fee of **\$50**. This fee is collected once per year, per school, whether students are auditioning for the Symphonic Band or the Jazz Ensemble or both and regardless of the number of students auditioning from the school. **Participating Schools will each receive a CD of the TMEA performance, regardless of whether an auditioning student made an ensemble.**
- b. Audition Fees: (collected with audition submissions in Fall)
 - 1. Symphonic Band Audition Fee = **\$7 for each audition.**
 - 2. Jazz Ensemble Audition Fee = **\$14 for each student submitting one or more audition.**
 - 3. Concerto Competition Fee = No fee for entry
- c. All-State Participation Fees: (collected with fee payment in Spring)
 - 1. Symphonic Band Participation Fee = \$25 for each student
 - 2. Jazz Ensemble Participation Fee = \$40 for each student
 - 3. TMEA Student Membership Fee = \$20 for each student in either ensemble
- d. Director Fee: (collected with fee payment in Spring)
 - 1. \$10 for each director or faculty member attending the breakfast meeting
 - 2. minimum of one fee per school
- e. Student checks are not acceptable for any type of payment to TCCBDA. If a director submits a personal check for payment, s/he accepts full responsibility for any returned check fees that might be levied. Preferential methods of payment are:

1. Institutional check
2. Institutional P.O. #
3. Money order

Section 8

Overview of the TCCBDA All-State Selection Process

- a. **Late July: Symphonic Band:** TCCBDA holds an organizational meeting at the Texas Bandmasters Association clinic in San Antonio. Audition etudes for the are selected from the TMEA All-State etudes.
- b. **Mid-August: Symphonic Band and Jazz Ensemble** etude lists are posted on this website.
- c. **October 20: Symphonic Band:** Each school records their student auditions and submits the **recorded files** (along with audition fees and other required items) to the Vice-President, who forwards them to members who have volunteered to assemble a qualified panel of judges to adjudicate a specific instrument. **If October 20 falls on a weekend, payment may be postmarked the following Monday, but all paperwork and files should be sent to the vice-president by midnight, October 20.**
- d. **November 27: Jazz Ensemble:** Each school records their student auditions and submits the **recorded files** (along with audition fees and other required items) to the Vice-President, who forwards them to members who have volunteered to assemble a qualified panel of judges to adjudicate a specific instrument. **If October 20 falls on a weekend, payment may be postmarked the following Monday, but all paperwork and files should be sent to the vice-president by midnight, October 27.**
- e. **Late November or Early December: Symphonic Band:** Results of the auditions (without seating/part assignments) are circulated to members via email from the Vice-President. **Jazz Ensemble:** Results of the auditions (including part assignments) are circulated to members via email from the Vice-President.
- f. **January: Symphonic Band:** The Symphonic Band Music Organizer sends sponsoring directors the music selections that will be used for seating placement auditions. A list of the pieces ("Symphonic Band Repertoire") is posted on this website. Note: During the seating auditions, students may also be asked to perform any of the audition etudes. **Jazz Ensemble:** The Jazz Organizer sends sponsoring directors the music selections.
- g. **Mid-February at TMEA convention:**
 1. **Symphonic Band:** (Wednesday at convention) Seating auditions for the Symphonic Band are held at the host hotel. Directors with participating students must be present at 2:30 p.m. to assist with auditions. Symphonic Band rehearsals begin that evening.
 2. **Jazz Ensemble:** (Wednesday at convention) Jazz Ensemble members are asked to assist with Symphonic Band seating auditions at 2:30 p.m. Jazz Ensemble rehearsals begin that evening
 3. **Saturday:** Concerts by both groups are performed in the afternoon. Directors must be present to assist with equipment move.

Section 9

All-State Audition Material

- a. Audition material is chosen from the TMEA All-State Audition Etudes.
- b. It is recommended that Jazz audition etudes be used in their entirety since these etudes are already formally abbreviated. If cuts are deemed necessary, they will be chosen by the Jazz Ensemble Organizer. It is also highly recommended that jazz

students submit an improvisation tape or at least play the melody with the changes in lieu of improvisation.

- c. All corrections and errata will become official only when it is posted on the TMEA website. Directors must check frequently for updates in the errata. If discrepancies are found between the TMEA listing and the TCCBDA listing, directors should contact the TCCBDA **vice-president** so that the listing can be updated.

Section 10

Guidelines for Recording Auditions

- a. Record all files in an AAC (m4a) or mp3 format. They take less space than .wav.
- b. Record only one student/instrument/etude per file. If a student is auditioning on two or more instruments (such as Flute and also Piccolo), separate files for each must be submitted. Jazz Ensemble auditions must also be recorded separately.
- c. Studio effects (reverb, etc), edits (splices, etc), and multiple stop/starts within an etude may not be used. Submissions thought to contain any of these will be disqualified. The student may select which "take" of an etude to submit, but each etude must be recorded straight through without stops.
- d. When recording with the accompanying CD for Jazz Ensemble auditions, make sure the student's sound is distinct from the pre-recorded music.
- e. Files that contain speaking, incorrect etudes, or extraneous tracks will be disqualified.
- f. Use separate track numbers for each etude (Track 1 = Etude 1, etc.) for files.
- g. The audition etudes must be named **in the order listed on the audition music list**. Use the TCCBDA etude numbering order, not the TMEA etude numbering order (example: TCCBDA may elect to not use the first of the three TMEA listed etudes and only use their 2nd and 3rd etude; TCCBDA will then list and refer to these last two etudes as "Track 1" and "Track 2" for our purposes.)
- h. Label each file by **school, ensemble and instrument, etude number**. (Temple_SB_Alto_Sax_1_Track_1) Place underscores between each word as some file players prefer continuously named tracks.
- i. Add a number to the instrument only if you have more than one student auditioning on the same instrument (example: Temple_College_SB_Trumpet_1_Track_1; Temple_College_SB_Trumpet_2_Track_1). For jazz band, use JB (example: Temple_College_JB_Alto_Sax_Track_1; Temple_College_Drumset_1_Track_4; Temple_College_Drumset_2_Track_4).
- j. Files that are improperly labeled will be disqualified.
- k. **IMPORTANT:** It is the responsibility of the Sponsoring Director to ensure that files are functioning, are labeled correctly, and contain the entire audition material. Inaccuracies or errors will result in disqualification. It is strongly advised that the student, then the director, listen to the entire audition material before submission.
- l. Create a "dropbox" account (go to dropbox.com, follow instructions) – *be sure to save your password for future use*. You get 2mb space in dropbox for free. If you have a large number of audition files, you may need to upgrade for a small fee. Once you have established your dropbox account, you are ready to share files. Create a folder labeled - School name audition 2015 (ex. Temple audition 2015. Inside, create a sub folder for each instrument being submitted. (ex Temple Bass Clarinets) Follow the remaining instructions found under "Guidelines for Recording Auditions." **When sharing the auditions, use the following email address: tccbdavp@gmail.com.**
- m. Fill out "TCCBDA Form 1 - Symphonic Band Auditions" and/or "TCCBDA Form 2 – Jazz Ensemble Auditions" for your school. List the students in

instrumental score order beginning with piccolo and ending with percussion. If you don't have anyone auditioning for some instruments, skip those instruments and go to the next instrument. This form and its accuracy (please print clearly) is the key to decoding results after the judges rank the students. Keep a copy of this form for your records. Submit an electronic copy to the vice-president when you submit your dropbox submissions.

- n. Be sure to indicate the clef for euphoniums (BC or TC) and Eb contra-alto or Bb contra-bass clarinets.
- o. Include a photocopy of your current TMEA MEMBERSHIP CARD with your entry form. (*You can print a copy from the TMEA website*). You must be a current member at the time of audition submissions. This should be placed in the dropbox for the vice-president when the sound files are submitted.
- p. **Symphonic Band Fees:** The audition fee is \$7.00 for each audition submitted. *The \$7 fee is for each instrument audition. Example: The fee for a student who submits a Soprano Clarinet tape and a Bass Clarinet tape is \$14.00.* The audition fee is in addition to the participant fee, which will later be assessed on students making the ensemble (see Forms & Policies > TCCBDA Policies > Participation Fee Structure).
- q. **Jazz Ensemble Fees:** There is a \$14.00 judging fee for each student submitting a Jazz Ensemble audition, not for each audition. *Example: If a student has submitted an alto sax audition and a tenor sax audition, the fee will only be \$14.00. However, if a student is submitting auditions for both Symphonic Band and Jazz Ensemble, s/he will be assessed two fees (one for Jazz Ensemble and one for Symphonic Band).* The audition fee is in addition to the participant fee, which will later be assessed on students making the ensemble (*see Forms & Policies > TCCBDA Policies > Participation Fee Structure*).
- r. Checks should be made payable to **Texas Community College Band Directors Association**. Money orders, PO numbers, and personal checks from directors are acceptable; checks from students are not accepted. **Payment or PO number must accompany audition entries or the entire submission will be returned. Payment and hard copies of TCCBDA Form 1 and TCCBDA Form 2 should be mailed to the secretary/treasurer.**
- s. **Electronic copies of TCCBDA Form 1 and TCCBDA Form 2, along with TMEA proof of membership should be placed in the dropbox to the vice-president when submitting audition files.**
- t. **SUBMISSIONS MUST BE POSTMARKED BY THE SPECIFIED DEADLINE. (October 20 for Symphonic Band, October 27 for Jazz Band).** All entries postmarked after the deadline will not be judged. Absolutely no late entries unless called for to fill out a section.
- u. Please review the Rules of Eligibility before submitting your materials.
- v. **Files submitted should be in AAC (m4a) or mp3 format. Mp3 is preferred as they take less space. Do not use .wav files as they take more space.**
- w. Judges will be required to try recordings that do not play the first time on at least two other sources. If, after trying the recording on three sources and it still does not play, the chair of the judging panel will notify the Vice President of the problem.
- x. Disqualification of non-playing or other non-conforming (labeling, etc.) files will be determined by the Vice President, not the audition panel.
- y. TCCBDA members and auditionees agree that the decision of the judges is final. Concerns regarding auditions may be directed only to the Vice President.

Section 11 **All-State Symphonic Band Seating Auditions**

- a. All students selected as members of the TCCBDA All-State Symphonic Band must attend Seating Auditions. These auditions are held at the host hotel on the Wednesday of TMEA convention, usually beginning at 3:00 P.M.
- b. The music used for seating auditions will be selected from the repertoire chosen for the band by the guest conductor. Students may also be required to play the audition etudes. Judges must hear at least 3 cuts during seating auditions.
- c. In mid-December or early January, the Music Organizer will mail individual parts of the selected pieces to each school that has a student chosen for the band.
- d. The entire part will be used for the seating audition. For instruments with divided parts (1st, 2nd, etc), the first part will be used for the audition. For divisi lines, the top notes will be used.
- e. It is the responsibility of the student's band director to ensure that his/her students receive all pages of the correct music for Seating Auditions. Directors should check the music they receive in the mail against the repertoire listed on the TCCBDA website. They should contact the Music Organizer with questions or concerns regarding seating audition music.
- f. A student who is not present for the seating audition will, in most cases, be removed from the ensemble and TCCBDA activities.
- g. Each school that has participants in either the Symphonic Band or the Jazz Ensemble must provide at least one qualified adjudicator for the Symphonic Band seating auditions.

Section 12 **All-State Ensembles Rehearsal Schedule**

- a. The basic rehearsal schedule will be posted on the TCCBDA website. The schedule may be subject to change according to the guest conductor's schedule.
- b. The rehearsal schedule for both ensembles (Symphonic Band and Jazz Ensemble) will consist of sessions on Wednesday evening, Thursday morning, Thursday afternoon, Friday morning, and Saturday morning. Start times and end times will be the same for both ensembles. Any variation from the schedule should be requested no later than two weeks in advance of TMEA and must be approved by the President.
- c. Concert times are shared among the Two-Year College All-State Choir, the TCCBDA Symphonic Band and the TCCBDA Jazz Ensemble. The three performance times rotate each year. Concert schedule and location is set by TMEA.
- d. **In the event students must miss a rehearsal due to another TMEA performance, the TCCBDA President must be informed of the potential conflict by September 1 and confirm the conflict by October 1.**

Section 13 **All-State Student Participant Information**

- a. Bring a music stand and pencil to all rehearsals and the performance.
- b. Bring instrument and complete supplies for the instrument, including sticks, mallets, reeds, mouthpieces, valve oil, mutes, etc.
- c. Symphonic Band Members - Bring the music that was sent for chair auditions and the audition etudes. The audition etudes may be used to break ties on chair placement rankings or as additional audition material for seating placement.
- d. Students not auditioning for chair placement on Wednesday afternoon (jazz ensemble members and symphonic band instrumentalists such as piccolo, etc.) are requested to assist with chair auditions as monitors and runners.

- e. Preferred concert attire for both ensembles is formal black.
- **MEN: black coat and black bow tie, white shirt, black slacks, black socks, black dress shoes** (*Alternate attire if black coat not available: **Option 1:** black long-sleeved dress shirt (no tie), black pants, black socks, black dress shoes; **Option 2:** white long-sleeved dress shirt with long black tie or black bow tie, black pants, black socks, black dress shoes*)
 - **WOMEN: all black clothing** (*Alternate attire if black blouse not available: black pants/skirt with white blouse*)
 - black dress shoes (no flip-flops!)
 - black/dark hosiery (or none)
 - conservative neckline
 - black long-sleeved blouse/shirt (to wrist; no half-sleeves)
 - black pants (must be to ankle; no capris)
 - no bare midriffs or exposed shoulders (ie, halter, sundress, or spaghetti straps)
 - no jackets, coats, blazers, sweaters, etc.
- f. Casual clothes are fine for rehearsals.
- g. TMEA student member badges (for admission to the exhibit hall) will be distributed during the first rehearsal. If lost, badges cannot be re-issued. Students should wear their badges during rehearsal.
- h. Follow the rehearsal schedule, but listen for announcements as this schedule could be subject to change. Do not be late to any rehearsals.
- i. Security of equipment is the student's responsibility. It is advised not to leave any equipment unattended at any time.
- j. Cell phones and other portable electronic devices are not permitted in rehearsals.
- k. Read, remember, and abide by the [Student Conduct Code](#). It will be enforced.

Section 14

Concerto Competition: Each year, the TCCBDA All-State Symphonic Band will feature an outstanding student soloist performing with wind ensemble accompaniment. In order to be selected for this honor, students must submit a recorded performance audition and meet the following requirements:

- a. The solo/concerto must be available with band accompaniment. Students must submit a copy of the solo part with their entry.
- b. Applications are limited to wind and percussion instruments, excluding piano.
- c. The student who is selected must have entered and qualified for placement in the TCCBDA All-State Symphonic Band. Students cannot enter the Concerto Competition only.
- d. The piece performed for the recorded audition must be the piece performed at the concert. In longer or multi-movement works, a single movement may be performed in lieu of the entire piece at the discretion of the Concerto Competition Organizer in consultation with the soloist and the soloist's sponsoring band director. A student will not be allowed to perform a movement that was not included on the audition recording.
- e. In order to maintain a standard of excellence, the judging committee reserves the right to not select a winner if there are no entries considered to be of soloist quality.
- f. Students may only be selected once as a Concerto Competition Winner.
- g. Any questions from directors regarding the Concerto Competition should be referred to the Concerto Competition Organizer. Students should refer to their director.

Section 15

Concerto Competition Recording Guidelines

- a. The piece performed for the recorded audition must be recorded with accompaniment.
- b. The student may use as many sessions as necessary to get the best possible recording, but the submitted recording must be a run-through of the entire piece with no cuts. Altering, electronically enhancing, splicing, or editing of the recording is prohibited. Electronic sound file submissions are required.
- c. Record all files in an AAC (m4a) or mp3 format. They take less space than .wav.
- d. Studio effects (reverb, etc.), edits (splices, etc.), and multiple stop/starts within an etude may not be used. Submissions thought to contain any of these will be disqualified. The student may select which "take" of an etude to submit, but each etude must be recorded straight through without stops.
- e. *NOTE: Directors are encouraged to test their files on at least three different computers to verify that they function.*
- f. Judges will be required to try recordings that do not play the first time on at least three other sources. If, after trying the recording on three sources and it still does not play, that recording will be disqualified.
- g. Write the student's name and school directly in the sound file name. (Example: John_Doe_Blinn_Tuba)
- h. Complete "TCCBDA Form 5 – Concerto Competition Entry". Read this form for further details regarding the competition.
- i. No fee is assessed for submitting entries for the Concerto Competition.
- j. Send TCCBDA Form 5, a .pdf of the music (solo part only), and the soloist file to the **Concerto Competition Organizer**.
- k. Entries must be placed in the concerto organizer's dropbox. All entries placed in the dropbox after the deadline will not be judged. Use the following email for the concerto competition, tcabdaconcerto@gmail.com
- l. When a student is selected as the soloist, the sponsoring director must contact the Symphonic Band Music Organizer as soon as possible to discuss arrangements for securing the music for the band. The sponsoring director is responsible for providing the band music for use at the convention, including paying rental fees or purchasing the music as necessary.
- m. In order to maintain a standard of excellence, the judging committee reserves the right to not select a winner if there are no entries considered to be of soloist quality.
- n. TCCBDA members and auditionees agree that the decision of the panel is final.
- o. Any questions regarding the soloist competition should be referred to the current **Concerto Competition Organizer**