

TMEA All State Student Membership Registration Procedure

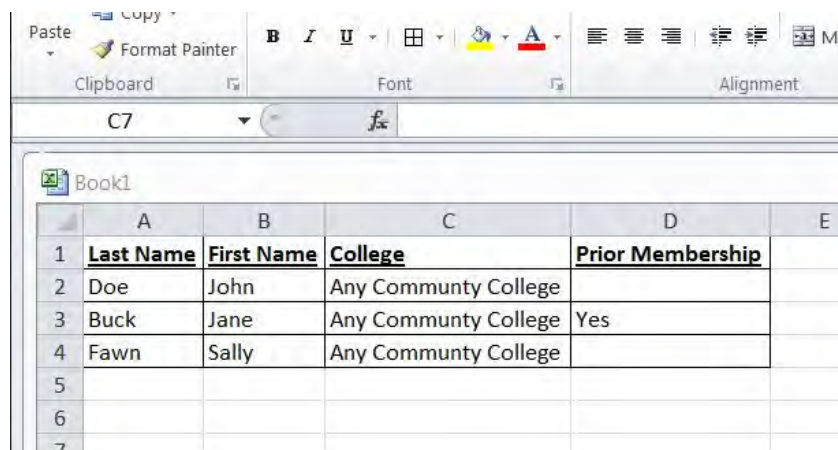
This procedure replaces the use of TCCBDA Form 7

TMEA is requiring us to register the TCCBDA All State Band Participants online through the TMEA Website.

If you cannot pay the TMEA Student Membership fees online with a credit card, you will need to go to the TMEA website, print the TMEA Membership Form and complete one form for each student. These forms and your check must be mailed to TMEA by the specified deadline (see TCCBDA website), which is generally two weeks earlier than the online registration deadline.

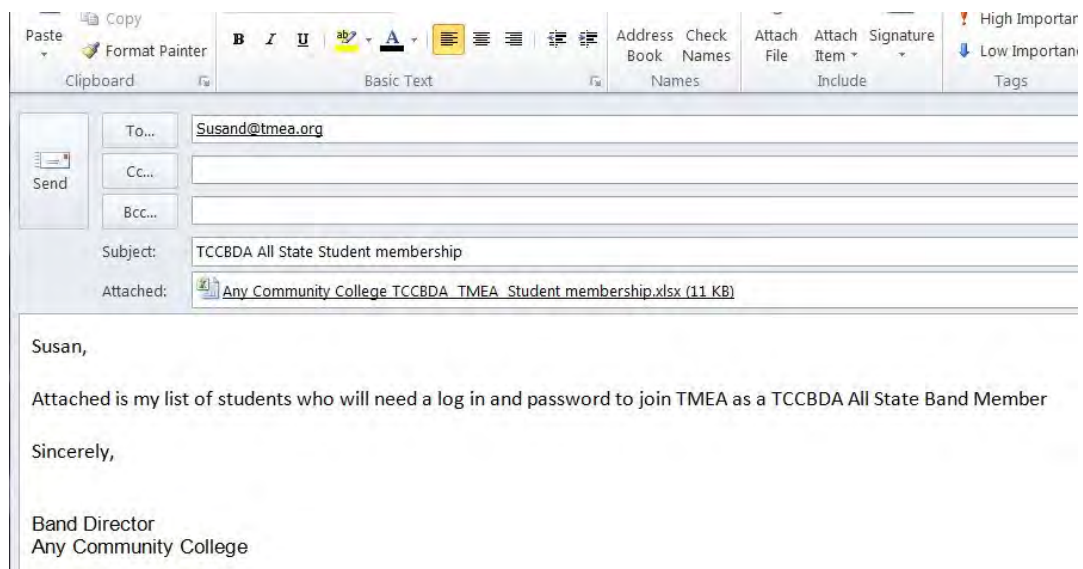
Step by Step Registration Procedure

1. Create an alphabetical list of all of your All State students in an MS Excel spreadsheet. Include the fields, *Last Name, First Name, College, Prior TMEA Membership*



	A	B	C	D	E
1	Last Name	First Name	College	Prior Membership	
2	Doe	John	Any Community College		
3	Buck	Jane	Any Community College	Yes	
4	Fawn	Sally	Any Community College		
5					
6					
7					

2. Save the list as *<your college TCCBDA TMEA Student membership>* and email it as an attachment to Susan Daugherty at TMEA (susand@tmea.org).
3. In the email indicate that you need logins and passwords for your All State students for TMEA registration.

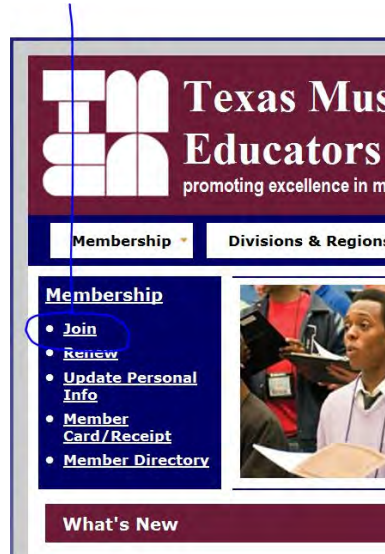


4. Susan will email back with individual logins and passwords for your All State students.

After you receive the email from Susan with the logins and passwords for each student...

5. Go to the TMEA website: www.tmea.org
6. Click on the "Join" link

STOP! If the student was in a TCCBDA All State group last year (or joined TMEA last year), they should already be in the system. For them, you will need to use the "Renew" link and log in, update information and pay.



7. Find and click the link: "Click here to join online"

Join TMEA Email Page Link

Thank you for your interest in TMEA, the largest state music educators association in the nation.

We offer our members many [benefits and services](#) such as professional liability insurance at a nominal cost, the opportunity to attend our annual convention, a *Southwestern Musician* subscription, airfare and rental car discounts, online job vacancy and résumé databases, access to a professional mentoring network, and more.

There are five [categories of membership](#): Active, Retired, College Student, Sustaining, and Institutional.

If you were previously a member of TMEA, check the [Renew Membership](#) page for instructions on renewing your membership.

If you are a new member, you will request a new member login. You will receive an email containing login information that you will use to continue. Once you receive that email, return here and click the link at the bottom of this page to join. After your membership is processed, we will send you a new member packet containing more information about TMEA and materials to help you in your career as a music educator.

[Request a new member account](#)

If you receive an error during Check Out or any other time while visiting this site, please email [Susan Daugherty](#) with a detailed description of the error you are receiving. (Before dismissing the error message, if possible, press the "Print Screen" keyboard button. Then open a MSWord file and choose Paste to paste the screen image on the page. Save that page and email it.)

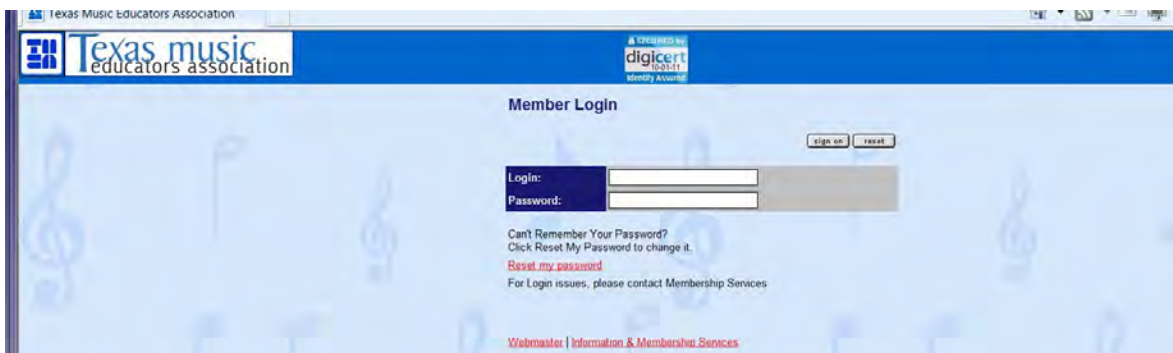
Do not click the "Submit" button more than once. Your account will be charged every time you click "Submit."

If you have read the instructions and received a login, [click here to join online.](#)

Mail/Fax Renewal and Pre-Registration

If you are unable to submit your membership online, you can [print a membership application](#) (requires [Adobe Reader 6.0 or later](#)) to fax or mail. Confirmation for mailed/faxed applications can take up to ten business days.

8. At the log in screen, enter login number and password for the student (from email you received from Susan).



9. This will take you to the registration page. Enter the student's information.

102119

Welcome, CommunityCollege!

Please review your current data below and make any necessary changes.

* indicates a required field

<p>Prefix: <input type="text"/></p> <p>First Name * <input type="text" value="Student First Name"/></p> <p>Middle Name: <input type="text"/></p> <p>Last Name * <input type="text" value="Student Last Name"/></p> <p>Suffix: <input type="text"/></p> <p>Informal First Name: <input type="text"/></p> <p>SSN * <input type="text" value="000-00-0000"/></p> <p>Gender: <input type="text" value="--"/></p> <p>Member Type: <input type="text" value="Student"/></p>	<p>Preferred Mail/Bill Address</p> <p>Address * <input type="text" value="Student Address"/></p> <p>City * <input type="text" value="Student City"/></p> <p>State * <input type="text" value="Texas"/></p> <p>Country: <input type="text" value="Blank = U.S."/></p> <p>Zip Code * <input type="text" value="00000"/></p> <p>Phone: <input type="text"/></p> <p>Primary Email * <input type="text" value="Student email@something.com"/></p>
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NOTICE: If you need to change your member type, please contact the membership department at 888/318-TMEA x300 or susand@tmea.org BEFORE making payment!

School Address If your school is in the School Name list, please skip the "Other School" entry box. Otherwise, select "Other" in the School Name list and then type your school's name in the "Other School" Entry box.

<p>School Name: <input type="text" value="AMn Community College: AMn"/></p> <p>Other School: <input type="text"/></p> <p>School Address: <input type="text" value="3110 Mustang Rd"/></p> <p>School City: <input type="text" value="AMn"/></p> <p>School State: <input type="text" value="Texas"/></p> <p>ISD: <input type="text" value="--"/></p> <p>School Email: <input type="text"/></p> <p>School Phone: <input type="text"/> (xxx) xxx-xxxx</p> <p>School FAX: <input type="text"/> (xxx) xxx-xxxx</p>	<p>Prim. Div.: * <input type="text" value="College"/></p> <p>Prim. Level: <input type="text" value="--"/></p> <p>UIL Class: <input type="text" value="--"/></p> <p>Began Teaching: <input type="text" value="--"/></p> <p>1st Yr Teacher: * <input type="text" value="No"/></p> <p>New To Texas: * <input type="text" value="No"/></p> <p>From where did you receive your degree(s):</p> <p>UnderGraduate: <input type="text"/></p> <p>Graduate: <input type="text"/></p> <p>Doctorate: <input type="text"/></p>
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Check here if you do not wish to be included in the TMEA online directory:

Check here if you do not wish to receive solicitations from TMEA exhibitors, vendors and affiliated universities:

NEXT ACTION

If you have already paid current Membership Fees, and wish to register for the convention, choose the "TMEA 2011 Clinic/Convention plus Membership" Option. You will not be recharged for Dues.

TMEA 2011 Clinic/Convention plus Membership Fees

Membership Fees and Optional items (no registration)

[Get more information, pls.](#)

10. After the required information is entered for the student, click "Submit" and you will be taken to the MEMBERSHIP PAYMENT page. The only dues required is the \$20.00 College Student Membership Dues (Same as it has been in the past)

TOIS ASSOCIATION Identity Assured

Membership Payment Required You are registering for this event.

If you wish to make other optional purchases, select the desired item(s) below.

Membership Fees and Donations - Membership Payment Required

Purchase	Detail	Charges	Balance Due	Bill Thru
<input checked="" type="checkbox"/>	College Student Membership Dues	\$ 20.00	\$ 20.00	06/30/2011
<input type="checkbox"/>	Liability Insurance	\$ 30.00	\$ 0.00	8/20/2011
<input type="checkbox"/>	Scholarship Donation - Increase if desired	\$ <input type="text" value="2.00"/>	\$ 0.00	
<input type="checkbox"/>	Audio 2011 Details	\$ 10.00	\$ 0.00	

Events

Purchase	Event Title	Charges	Balance Due
Free	Convention Registration	\$ 0.00	\$ 0.00

Concert Tickets


Fee	2011 President's Concert	Quantity	Cost
\$10.00 /ea.	Attendance Tickets	<input type="text" value="0"/>	\$ 0.00


Total Due: \$

Payment Processing Information

You may pay using an electronic check or a credit card. We are happy to provide you with a choice of payment options.

11. Select "Pay by Credit Card" and fill out that information. **However you do this is up to you.** (Use a college credit card, personal credit card, students pay with their own credit card etc.) This will need to be done for each student.





Membership Payment Required
You are registering for this event.

If you wish to make other optional purchases, select the desired item(s) below.

Membership Fees and Donations - Membership Payment Required

Purchase	Detail	Charges	Balance Due	Bill Thru
<input checked="" type="checkbox"/>	College Student Membership Dues	\$ 20.00	\$ 20.00	06/30/2011
<input type="checkbox"/>	Liability Insurance	\$ 30.00	\$ 0.00	8/20/2011
<input type="checkbox"/>	Scholarship Donation - Increase if desired	\$ <input style="width: 50px;" type="text" value="2.00"/>	\$ 0.00	
<input type="checkbox"/>	Audio 2011 Details	\$ 10.00	\$ 0.00	

Events

Purchase	Event Title	Charges	Balance Due
Free	Convention Registration	\$ 0.00	\$ 0.00

Concert Tickets

Fee	2011 President's Concert	Quantity	Cost
\$10.00 /ea.	Attendance Tickets	<input style="width: 50px;" type="text" value="0"/>	\$ 0.00

Total Due: \$

Payment Processing Information

You may pay using an electronic check or a credit card. We are happy to provide you with a choice of payment options.

Pay By Credit Card

Pay By Electronic Check

* - denotes required field
** - either state and zip or country is required.

Credit Card Type * Select Type

Credit Card Number * NO DASHES OR SPACES

Credit Card Expires * Select Select (mm/yyyy)

Person's Name on Credit Card *

Credit Card Address *

Credit Card City *

Credit Card State ** TX

Credit Card Zip **

Credit Card Country ** Optional if United States

Check-Out

Reset

WARNING!!! Clicking the Back button on your browser or the check-out button more than once WILL result in duplicate charges!

12. Click "Check-Out" and you are finished with THAT student.
13. Close and then re-open your browser and proceed from step six.

Texas Music Educators Association
promoting excellence in music education since 1920

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Join TMEA

Email Page Link

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Last Updated on Thursday, 07 October 2010 10:37

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If you have online registration questions please contact:

Susan Daugherty at TMEA susand@tmea.org

or call her at (888) 318-8632 or (512) 452-0710 ext. 105