

Middle Level Honors Orchestra

Grades 7–9

February 23–24, 2018 — rehearsal and performance

Apply on-line at <https://app.GetAcceptd.com/MNSOTA>

I. Friday October 13 — GetAcceptd Opens

- a. Complete application
- b. Submit payment
- c. Upload audio files
- d. Digital signatures must be submitted via email from guardians and principal (or accepted substitute). You will need to confirm that your digital signatures have indeed been uploaded.

2. 11:00 P.M. Friday November 3 — GetAcceptd Closes

- a. This deadline is firm with no exceptions
- b. You will need to confirm that your digital signatures have indeed been uploaded

The Middle Level Honors Orchestra is for students in grades 7–9. The most accomplished young string players from the state will join together for a rehearsal on February 23 at the University of Northwestern-St. Paul in Roseville and a performance on February 24, 2018 at 11:00 A.M. at the Minneapolis Convention Center as part of the MMEA convention.

We are delighted that our guest conductor will be Mischa Santora, one of the most innovative and entrepreneurial conductors of his generation. He recently premiered *Blind Banister* by Timo Andres with the Saint Paul Chamber Orchestra and pianist Jonathan Biss, as well as *American Nomad* by Steve Heitzeg with the Minnesota Orchestra, both to critical acclaim. This season's highlights with his newly founded Minneapolis Music Company include performances at the Baroque Room (St. Paul), the launch of an interdisciplinary education program, and the creation of a forum for arts and business leaders focusing on new ways to engage the entire community in arts programming. In addition, Mr. Santora is the artistic director of the successful Spotlight Concert Series at the MacPhail Center for Music, featuring faculty and guest artists in collaborative programs.



Photo: Leslie Plesser

Policies

In order to produce the best possible ensemble with the widest possible representation of schools, the following policies apply:

1. All students must be string players in grades 7 through 9 during the 2017-2018 school year.
2. A student participating in the Middle level Honors Orchestra must be enrolled in their school orchestra, if one exists. They must be enrolled in and a member in good standing from the time of the audition through the following February rehearsals and performance in order to be eligible for participation in the ensemble.
3. The Middle Level Honors Orchestra is sponsored by MNSOTA and MMEA as a service to its members and their students. Participation is limited to those students whose sponsoring teacher is a current member in good standing of **both** MNSOTA/ASTA and MMEA/NAfME at the time of the student's audition and continues to be a member of **both** MNSOTA and MMEA through the February rehearsal and performance period. The sponsoring teacher must be currently teaching the student at the time of the student's audition, and must continue as a teacher for that student through the February rehearsal and performance period. Examples of sponsoring teachers are school ensemble directors, studio teachers/instructors for private lessons, and individuals conducting a community youth ensemble. To join MNSOTA/ASTA, apply on-line at www.astastrings.org. To join MMEA, call 888-678-MMEA or email info@mmea.org. Teachers' membership will be verified before their students' applications are processed.
4. All required application information, including permission/approvals, payment of \$30.00 audition fee and uploads, will be done through Acceptd this year (see Audition Process section). Student members will be chosen by score with a limitation per school so as to involve as many schools as possible.
5. Teachers will be informed of the results and receive music by

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mail, postmarked Tuesday, January 2, 2018.

- All chosen students must attend all scheduled rehearsals and activities February 23-24, 2018. A participation fee of \$75.00 per student will cover all expenses of the rehearsals and performance including the cost of two meals.
- Guardians will be responsible for transportation, lodging and supervision when the students are not in rehearsal or performance.
- All of the application information, including all digital signatures, must be received by the final deadline.*
Incomplete and/or late entries will not be considered; no exceptions!

On-line Audition Process

It is essential that students and teachers plan ahead. Do not wait until the last day to apply.

Step 1 — Upload the student's recording files, payment and contact information.

- Either the student/guardian OR the sponsoring teacher/director can complete the application.
 - Because the person who uploads the information must follow up to ensure that all permission/approvals are submitted by the guardian, teacher/director and school Principal — MNSOTA recommends that an adult, not the student, take this responsibility.
- A PDF fillable-form, to help you assemble all the required information from the student/guardian/teacher, is available for download from www.MNSOTA.org/events/middle-level-honors-orchestra

Step 2 — Is an immediate system response requesting digital signatures from the guardian, teacher and principal.

- As soon as Step 1 is complete, Acceptd will send email instructions for submitting permission/approvals to the reference names—guardian, teacher/director, and school Principal. Applications will not be rendered fully complete until all permission/approvals have been submitted.
No exceptions will be made.
 - The person submitting information at Step 1 should tell the references—guardian, teacher/director and school Principal—to expect this essential email from GetAcceptd; references should *check their junk mail folders!*
 - In past years, applications have been *disqualified* for not having all required signatures by the published deadline!
- ONLY** once ALL the information for Step 1 is completed do the email requests go out to the parties who need to provide permission/approval digital signatures.

Step 3 — Upload digital signatures from the guardian, teacher and Principal

- Guardian, teacher/director, and Principal must follow all the instructions in the email they receive and submit their required permission/approvals.
- During Step 3, the person who initiated the application in Step 1 (student/guardian or teacher/director) will be able to log in to the system to find out if the permission/approval digital signatures have been submitted. It is the responsibility

of the student/guardian or teacher/director to follow up to ensure that all permission/approvals are submitted.

- If the student/guardian or teacher/director has any technical difficulties with the uploading process, it is the student/guardian's or their sponsoring teacher/director's responsibility to contact Acceptd technical support team at support@getacceptd.com or 1-888-725-2122 ext 2.

How to check on the status of your application:

- If the Status is Continue — the student is still in Step 1 — some application information, upload files, or payment are still incomplete.
- If the Status is Pending — the student is in Step 3 — awaiting permission/approval digital signatures. Click on "Pending" then "Go to Documentation Letters" to see which permission/approval digital signatures are missing and choose to "Resend" the request.
- If the Status is Submitted — all applications materials and permission/approval digital signatures are complete. The audition recordings will be heard by the judges.

**ALL OF THE APPLICATION INFORMATION,
INCLUDING ALL SIGNATURES,
MUST BE RECEIVED BY 11:00 P.M., FRIDAY, NOVEMBER
3, 2017. Incomplete or late entries will not be considered.**

Audition and Upload Requirements

- Students/guardians OR sponsoring teachers/directors may complete the necessary application information and upload the audition files using the Acceptd website: <https://app.GetAcceptd.com/MNSOTA>. All personal information entered into GetAcceptd will be hidden from the judges to allow for anonymous judging.
- Each student must upload four separate audio files into his/her Acceptd user profile. Each file should be named according to the title of the submission (e.g. "G major scale" or "Vivaldi Concerto"). Please do not include any information that could identify the applicant in file names.
- All scales are to be played two octaves ascending and descending at $\text{♩} = 80$ (or faster) with the rhythm



A metronome must *not* be used during recording. Audition scores will be docked points for incorrect rhythm or slow tempo of scales.

- File 1 – The specified major scale for their instrument, recorded *without* metronome and with the tempo and rhythm above.

Violin: D Major Cello: G Major
Viola: G Major Bass: G Major.

- File 2 – The specified minor scale for their instrument, recorded without metronome and with the tempo and rhythm above.

Violin: E Melodic Minor
Viola: A Melodic Minor

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Cello: A Melodic Minor

Bass: E Melodic Minor

- c. File 3 – The specified excerpt for their instrument, recorded without accompaniment.

Violin: Third movement of *Concerto in A Minor* by Vivaldi (Suzuki, Vol. 4), beginning to beat 1 of measure 50

Viola: First movement of *Concerto No. 5* by F. Seitz (Suzuki, Vol. 4), first 45 measures, not counting piano intro

Cello: *La Cinquantaine* (Suzuki, Vol. 3), measures 17–40

Bass: *Introduction and Dance* by L. Scarmolin (Ludwig), measures 9–51

- d. File 4 – A short piece, excerpt or etude of their own choosing not to exceed 2 minutes in length. This selection must be recorded without accompaniment, and must be of equivalent or greater difficulty to the required piece. Pop tunes and novelty pieces are not appropriate. Please indicate the title of your choice piece in the file name using composer last name and piece title.

Any questions should be directed to Lindsey Lamb, lamb.mlho@gmail.com. For technical questions about GetAccepted, contact technical support as listed on the Accepted website <https://app.getaccepted.com/> MNSOTA.

Event Cancellation Policy

Since events cannot be rescheduled, MNSOTA is committed to holding all events as planned. MNSOTA will cancel an event only in cases of a safety emergency (e.g. road conditions/weather), based on state advisories. If an event is cancelled, at the discretion of the board, a partial refund to participants may be considered after expenses have been paid.

Honors Online Audition — Auxiliary Instructions

MNSOTA Middle Level Honors Orchestra auditions will take place using the Acceptd website. Acceptd believes their site is intuitive and easy to use. If you have difficulty, contact Acceptd technical support <https://app.getacceptd.com/MNSOTA>. Optionally, these auxiliary instructions may point you in the right direction.

Students may apply and upload their own audition files OR have their sponsoring teacher/director apply and upload their files for them. Google Chrome is the recommended browser.

Students who upload their own files should select “I am a STUDENT” from the “Select Program Group” menu. Then select “Student Application” from the “Select Program” menu, and then the green “Apply to Student Application” button. You will be directed to create a username/password or to login (if you already have an account). Be sure to use a valid email address so that you receive your confirmation number and other important communications.

Sponsoring teachers/directors who will be uploading files on behalf of their students should select “I am a TEACHER/DIRECTOR” from the “Select Program Group” menu. Then select “Application for Student” from the “Select Program” menu, and then the green “Apply to Application for Student” button. You will be directed to create a username/password or to login (if you already have an account). Be sure to use a valid email address so that you receive student confirmation numbers and other important communications..

Please Note: If you are a teacher who created a username/password in previous years for MNSOTA Honors Orchestra, you should use the same username/password — Acceptd will remember your personal information such as address and school.

TIPS:

For both Students and Teachers, after you have logged in, when you are at your APPLICATIONS tab, there are three ways to begin a new application for MNSOTA Honors Orchestra:

- 1) Click the green New Application button at the top right. Then enter MNSOTA into the “Search for organizations, locations, and keywords” search bar at the top of the next page. Press the Return/Enter key. On the next page, click the MNSOTA Middle Level Honors Orchestra logo. On the next page, select Program Group -> I am a TEACHER (or I am a STUDENT). Select Program -> Application for Student (or Student Application). Click Apply to Application for Student (or Apply to Student Application). On the next page click Start New Application. You will now be on a page where you can enter the student name, address, etc, upload the audition files and enter all other required information.
- 2) When you are at your APPLICATIONS tab, (instead of clicking the New Application button at the top right), enter

MNSOTA into the “Search All Organizations” search box at the top right. When MNSOTA Middle Level Honors Orchestra is highlighted, press the Return/Enter key. On the next page, select Program Group -> I am a TEACHER (or I am a STUDENT). Select Program -> Application for Student (or Student Application). Click Apply to Application for Student (or Apply to Student Application). On the next page click Start New Application.

- 3) When you are at your APPLICATIONS tab go to the web address bar at the top of your browser window, and enter: <https://app.getacceptd.com/mnsota>. Press the Return/Enter key. On the next page, select Program Group -> I am a TEACHER (or I am a STUDENT). Select Program -> Application for Student (or Student Application). Click Apply to Application for Student (or Apply to Student Application). On the next page click Start New Application. You will now be on a page where you can enter the student name, address, etc, upload the audition files and enter all other required information.

If you are a teacher and would like to enter multiple students, repeat the steps above, using your same username and password.

When a teacher applies on behalf of a student (from “I am a TEACHER”) the Acceptd system records the teacher’s name (e.g. Dorothy Delay) as the Applicant. The system records the student’s name (e.g. Billy Smith) as the Entry. MNSOTA proof-readers thought it unfortunate that the system generates some emails with only the Applicant Name (e.g. Dorothy Delay) and not the Entry Name (e.g. Billy Smith). It seemed odd to them to read, “Hey Dorothy! Congratulations. Your application has been submitted. Applicant Name: Dorothy Delay.”— with no mention of Billy Smith. Acceptd regrets that customization is not yet possible (but may be available in the future). However, teachers can always log on to [GetAcceptd.com/mnsota](https://app.getacceptd.com/mnsota), go to their Applications tab, and check the status (Continue, Pending, or Submitted) of Billy and all their students.

Some generated messages include the Application ID number. When you Pay and Submit for a student, you will be told the Application ID number. You should make a note of it because once a student’s status is Pending or Submitted, you can not find out what their Application ID number is.

Any questions should be directed to Lindsey Lamb, lamb.mlbo@gmail.com. For technical questions about Acceptd, contact technical support as listed on the Acceptd website <https://app.getacceptd.com/MNSOTA>.

Middle Level Honors Orchestra

Grades 7–9

February 23–24, 2018

University of Northwestern-St. Paul

Convention Center, Minneapolis



After all uploads and payment have been made (Step 1 is complete) record the Application ID generated by GetAcceptd here:

Use this form to collect information before uploading to GetAcceptd.com

GetAcceptd opens Friday October 13

Step 1 Registration requires all the information on this form.

Student provides the following:

Student Last Name _____ First Name _____

Home Address _____ City _____ State ____ Zip _____

Home Phone _____ Email _____

Grade _____ M/F _____ Instrument _____

Audition Choice Piece (composer/title) _____

Mark recordings that are complete: Major scale Minor scale Excerpt Choice piece

Parent provides the following:

Parent Last Name _____ First Name _____

Parent's Email _____ (During Step 3 of registration process, parent will receive instructions at this email for required upload of permission/approval for student to attend Honors Orchestra.)

Payment of \$30: Enter credit card info directly into GetAcceptd
or Give Teacher/director a personal check and Teacher/director will pay GetAcceptd

Teacher/director provides the following:

Teacher/director Last Name _____ First Name _____

School Phone _____ School Name _____

School Address _____ City _____ State ____ Zip _____

Teacher's Email _____ (During Step 3 of registration process, teacher will receive instructions at this email for required upload of permission/approval for student to attend Honors Orchestra.)

Directors / sponsoring teachers must be members in good standing of **both** ASTA/MNSOTA and NAFME/MMEA for their student applications to be processed. Membership will be verified.

ASTA/MNSOTA Membership # _____ Expiration Date _____

My ASTA/MNSOTA membership is not current, but I have contacted www.astastrings.org to renew/become a new member and have sent verification of membership to MNSOTA Member Coordinator Cindy Johnson MNSOTAmembership@gmail.com

NAfME/MMEA Membership # _____ Expiration Date _____

My NAFME/MMEA membership is not current, but I have contacted MMEA to renew/become a new member and have sent verification of membership to MNSOTA Member Coordinator Cindy Johnson MNSOTAmembership@gmail.com

School Principal* Last Name _____ First Name _____

School Principal's Email _____ (During Step 3 of registration process, school principal will receive instructions at this email for required upload of permission/approval for student to attend Honors Orchestra.)

*If the student is home-schooled, submit the teacher/director information where Acceptd asks for the School Principal