

# TMEA AUDITION PROCESS

## PURPOSE

The TMEA audition process is designed to provide both recognition and meaningful musical experiences for Texas' student musicians. Selection to a TMEA performing organization requires stamina, talent, and a strong work ethic. The selection process has no favorites. Regardless of background, only the very best student musicians survive this rigorous process.

## PROCEDURES

These procedures have played a major role in helping the Texas All-State organizations become recognized as the top organizations of their type anywhere in the world and ensure the organizations will continue to consist of the very best student musicians in Texas. These procedures are also designed to create a consistent selection at every level in the process of gaining membership in Texas All-State organizations.

In a state as large as Texas, it is obvious that each of the TMEA Regions must adhere to the same policies and yet be allowed to enhance auditions to benefit the development of the student musician based on the needs of his/her community and Region.

Each State Vice-President is responsible for overseeing the All-State audition process and procedures within their respective Division. The State Vice-President may review, by committee if needed, audition procedures and make recommendations to the Executive Board for approval.

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## ALL-STATE ORGANIZATIONS

### TMEA 5A SYMPHONIC BAND AND 5A CONCERT BAND

1. Open to students in all classifications
2. Students from 3B, 1A, 2A, 3A and 4A must submit a Track Declaration Form prior to any initial audition to compete for this ensemble.
3. A student may not cancel this declaration nor invoke this declaration after beginning the initial audition. The student will not be allowed to participate in any Area auditions designed for classifications 4A, 3A, 2A, or 1A after the initial audition.
4. Each Region certifies candidates to the Area auditions.
5. A student may be selected to advance to Area in both wind/percussion and choir but may participate only in one Area audition. The student must declare (by means of the **Area Declaration Form**) by December 15 the Division in which he/she will participate.

### TMEA 4A SYMPHONIC BAND

1. Open to students in 3B, 1A, 2A, 3A, and 4A classifications.
2. Students from 1A, 2A, and 3A must submit a Track Declaration Form prior to any initial audition to compete for this ensemble.
3. A student may not cancel this declaration nor invoke this declaration after beginning the initial audition. The student will not be allowed to participate in any area auditions designed for classifications 3A, 2A, or 1A after the initial audition.
4. Each Region certifies candidates to the Area auditions.
5. A student may be selected to advance to Area in both wind/percussion and choir but may participate only in one Area audition. The student must declare (by means of the **Area Declaration Form**) by December 15 the Division in which he/she will participate.

### TMEA JAZZ ENSEMBLE

1. Open to students in all classifications
2. Each Region certifies candidates to record for All-State competition.
3. Students from 3B, 1A, 2A, and 3A must submit a Track Declaration Form prior to any initial audition to compete for this ensemble.
4. A student may not cancel this declaration nor invoke this declaration after beginning the initial audition. The student will not be allowed to audition for the ATSSB/TMEA Jazz Ensemble after the initial TMEA jazz audition.
5. Once a student is notified of placement in an All-State Jazz Ensemble he/she may not advance to Area for another All-State group.

### TMEA SYMPHONY ORCHESTRA AND PHILHARMONIC ORCHESTRA

1. Open to students in all classifications.
2. Each Region certifies candidates to record string auditions for All-State competition. Each Region certifies wind and percussion students to Area auditions.

3. Students from 3B, 1A, 2A, 3A and 4A must submit a Track Declaration Form prior to any initial audition to compete for this ensemble.
4. A wind or percussion student may not cancel this declaration nor invoke this declaration after beginning the initial audition. The student will not be allowed to participate in any Area auditions designed for classifications 4A, 3A, 2A, or 1A after the initial audition.
5. Once a student is notified of placement in an All-State Orchestra (strings) he/she may not advance to Area for another All-State group.

#### TMEA STRING ORCHESTRA

1. Open to students in all classifications.
2. Each Region certifies candidates to record string auditions for All-State competition.
3. Once a student is notified of placement in an All-State Orchestra (strings) he/she may not advance to Area for another All-State group.

#### TMEA MIXED CHOIR, WOMEN'S CHOIR AND MEN'S CHOIR

1. Open to students in all classifications
2. Each Region certifies candidates to the Area auditions.
3. A student may be selected to advance to Area in both wind/percussion and choir but may participate only in one Area audition. The student must declare, by means of the **Area Declaration Form**, by December 15 the Division in which he/she will participate.
4. Throughout the audition process, only women shall audition for the Soprano and Alto sections, and only men shall audition for the Tenor and Bass sections.

#### ATSSB/TMEA SYMPHONIC BAND AND CONCERT BAND

1. Open to students in 1A, 2A, and 3A classifications.
2. Each Region certifies candidates to the ATSSB Area auditions.
3. A student may not audition at the Area level for both TMEA and ATSSB/TMEA organizations. A student who has submitted a Track Declaration Form for the 4A or 5A track is no longer eligible for ATSSB Area certification.
4. A student may be selected to advance to Area in both wind/percussion and choir but may participate only in one Area audition. The student must declare, by means of the **Area Declaration Form**, by December 15 the Division in which he/she will participate.

#### ATSSB/TMEA JAZZ ENSEMBLE

1. Open to students in 1A, 2A, and 3A classifications.
2. Each Region certifies candidates to record for ATSSB All-State competition.
3. A student who has invoked a declaration to participate in or who has participated in the TMEA Jazz Ensemble audition may not audition for the ATSSB/TMEA Jazz Ensemble.
4. Once a student is notified of placement in an All-State Jazz Ensemble he/she may not advance to Area for another All-State group.

## DIRECTOR/MEMBER SPONSOR RESPONSIBILITIES

1. TMEA Active Membership is required to enter and/or sponsor students in TMEA Auditions.
2. The TMEA Active Director/Member Sponsor must be in attendance and be available to serve as an audition staff member for any and all activities in which their students are involved.
3. Failure to adhere to this policy subjects the Active Member Sponsor to the ***TMEA Penalties for Rules and Policies Infractions*** process.
4. When entering students in the audition process, the TMEA Active Member Sponsor must provide proof of TMEA membership and submit the Audition Process Entry sheet with the following signed and dated **Director's/Member Sponsor's Statement of Responsibility**:

*"I have read the Eligibility Requirements for TMEA Activities and agree to abide by all the rules and regulations set forth by the Texas Music Educators Association with respect to all auditions and events.*

*I have informed the students entered of the audition process and requirements for All-Region and All-State. They understand that if they are certified for Area in the orchestra winds/percussion, band, or choir, (and accept that assignment), they may not advance to Area through any other Division."*

## PROXY POLICY

1. Each Region shall be responsible for establishing rules and procedures for the use of proxies in emergency situations.
2. The TMEA Active Member Sponsor/Proxy must be in attendance and be available to serve as an auditions staff member for any and all activities in which their student(s) are involved.
3. Failure to adhere to this policy subjects the Sponsor to the ***TMEA Penalties for Rules and Policies Infractions*** process.

## STUDENT ELIGIBILITY REQUIREMENTS

These requirements apply to all public, private and home school participants:

1. A student must be enrolled as a full-time student (as defined by rule of the State Board of Education) in a Texas school during the semester in which the TMEA activity takes place. If an audition takes place in one semester and the resultant concert or clinic takes place in another, then the student must be enrolled as a full-time student during both semesters.
2. Only full-time students enrolled in grades 9 – 12 may participate at Area level auditions (Band, Orchestra, Choir and Jazz Ensemble).
3. All TMEA activities are extracurricular. In order to participate in TMEA activities, a student must be passing the number of courses required by state law and by rules of the State Board of Education. The student must have been in attendance and have passed the number of courses required by the University Interscholastic League for extracurricular participation. The year in

which a student first enrolls in grade nine is the student's first year in high school. (See ***Eligibility Requirements for TMEA Activities*** for more specific information.)

4. A student must be certified by his TMEA Active Member Director as a participating member of the school's parent organization during the semester in which the TMEA activity is held. If there is no parent musical group in the school, the student must be certified by a TMEA member sponsor. This sponsor must hold an Active Membership in TMEA and must have been designated as a sponsor by the chief administrator of the school the student attends.
5. A student shall compete in the Region in which he is currently receiving the majority of his educational instruction to meet graduation requirements.
6. A student may not participate after the end of the eighth semester following his first enrollment in the ninth grade. The eight semesters or four-year rule may be waived under certain circumstances.
7. Changing schools within the state after acceptance at any level of the All-State selection process will not affect eligibility for further competition. (See ***Eligibility Requirements for TMEA Activities*** for more specific information.)

## REGION/AREA ALIGNMENT AND SCHOOL CLASSIFICATIONS

TMEA consists of 28 Regions and 7 Areas (See ***TMEA/UIL Music Region Alignment***).

1. Students in public schools must enter the audition process in the Region in which their public school is assigned.
2. Students in private schools must enter the audition process in the same Region as the public school ISD in which the private school is located. A private school student shall compete in the comparable UIL classification according to the enrollment of the school.
3. Students representing home schools must enter the audition process in the same Region as the public school ISD in which the home school is located. Home school classification is considered to be the same as the public high school in which boundary they reside. A home school student must minimally represent this classification.

## INSTRUMENTATION OR VOICING

1. The instrumentation and voicing for the TMEA All-State ensembles shall be published on the TMEA website.
2. Each Region shall be responsible for establishing and publishing the instrumentation or voicing quotas for each audition and all performing ensembles prior to the initial audition.
3. No student may be eliminated, not selected to advance, or not be seated in an organization, based on an arbitrary decision to reduce the published instrumentation or voicing quotas.
4. No Region for any reason may exceed the allotted quota for representation at Area auditions.

## AUDITION ENTRY PROCEDURES

1. Each MS and HS Region Band, Orchestra and Vocal Division must have an electronic copy of their procedures and guidelines on file with the TMEA office before the online audition entry system will be made available to their respective Division.
2. Each Region Division Chair shall be the custodian of the online audition entry system for all auditions for their Region's Division.
3. TMEA Active Membership is required to enter and/or sponsor students in TMEA auditions.
4. Directors/sponsors entering students in a TMEA Region, Area, or All-State audition must use the TMEA online audition entry system.
5. All contest deadlines will be 14 days prior to the day of the audition.
6. The late and final online entry deadline will be seven days prior to the day of the audition.
7. Correction to an existing student entry may be made between 13 and seven days prior to the contest without penalty, but a student entry added less than 14 but more than seven days prior to the contest will result in an additional 100% student late fee.
8. A campus entry begun less than 14, but more than seven days prior to the contest, will be assessed a 50% additional campus fee charge and 100% student fee charge.
9. A campus entry created less than fourteen days prior to the contest will be subject to the TMEA Grievance Process.
10. Directors will be allowed to add or change student entries the day of the audition. The 50% additional campus and 100% additional student late fees will be assessed.
11. All fees must be paid or supported by a school purchase order prior to the start of auditions.

## LIMITING OF ENTRIES AT REGION LEVEL

1. The TMEA Executive Board recognizes the educational value of permitting all students, who so desire, to be a part of the Region/Area/All-State process and to participate to the fullest extent possible. The Board also recognizes the need for a Region with extenuating circumstances to restrict or limit the number of students who enter the process.
2. As custodians of the All-State audition, the Executive Board may grant variances to this policy. Regions with extenuating circumstances may submit a request for limitation to the appropriate State Division Vice-President. Rationale and a definitive plan for limitation must be included in the request.

## DUAL CERTIFICATION

Through this is the process, students may qualify for Area auditions in both Wind/Percussion and Vocal, and then choose the one in which to audition. The TMEA Eligibility Rules state: *A student may audition in band and/or choir and/or orchestra, but once notified of placement in either the All-State Jazz Ensemble or All-State Orchestra (strings) may not advance to Area for another All-State group*

1. Each director/member sponsor documents which students wish to audition in both the Wind/Percussion and Vocal Divisions on the web-based Official Entry Document, which is submitted to the Region Chair.

2. Following the final audition for Area certification, the Region Vocal chair will send the list of Area candidates (and alternates) to the Region Band Chair.
3. Each Region Band Chair will send to the Region President and the TMEA office the names of all students who are certified to Area in both Wind/Percussion and Vocal Divisions. The Region President will then contact each student and will send them an Area Declaration Form.
4. The student must complete the Area Declaration Form, which must also be signed by a parent or guardian and both Divisional Directors/Sponsors of that student. The form must then be submitted by fax to the Region President by December 15 in order that an alternate may be notified. The Region President shall forward all Area Declaration Forms to the Area Chairs.
5. TMEA Headquarters will send a list of All-State Orchestra string students and All-State Jazz Ensemble students in each Region to each Region President and performance Division Chairs.

## THE AUDITION

### AUDITION MUSIC

1. Audition materials will be prescribed for each Division by the State Vice-President. A listing of these materials will be posted on the TMEA website.
2. The TMEA website is the official source for errata. Directors/Sponsors should check the site frequently during the time leading up to the initial audition using the prescribed music.
3. Any audition that is involved in the selection or elimination of students for any All-State organization must include excerpts from the selections and/or etudes prescribed by the State Vice-President.
4. The judges must hear each student play/sing a portion of each of the prescribed selections, etudes, or excerpts before auditions are complete.

### METRONOME – FOR BAND AND ORCHESTRA DIVISIONS

1. Students are permitted to use a non-audible metronome that is only a single purpose device.
2. Said metronome may only be used prior to the performance by the auditioning student. The student may not use the metronome during the performance.
3. Metronome markings should be closely adhered to so as to maintain the intent of the music.
4. More consideration should be given to the student who conveys the musical intent of the recommended metronome markings. Judges should score a student who chooses to perform outside the recommended tempo based on the student's ability to preserve the musical integrity of the selection.

### ELECTRONIC DEVICES

1. No electronic devices may be used or accessed by a student participant until the auditions for the student's section have been concluded. Failure to comply with this regulation may result in student disqualification.
2. The list of non-allowable electronic devices includes, but is not limited to, phones, electronic games, computers, cameras (within an audition room), and playback systems.

## ANONYMITY

1. Each student shall be assigned a unique, random and anonymous audition letter or number through the use of the TMEA audition tabulation software.
2. All judging panels and contestants must be screened from view from one another in the audition room. Care must be taken during all breaks to keep contestants and judges from discovering audition letters. Anonymity is vital.
3. At no time during the audition process should a contestant and his/her respective section judges have direct communication. Any necessary communication must be done through an audition monitor.

## AUDITION PERSONNEL

1. Five member panels must be used for all auditions. There are no exceptions for high school level auditions that lead to All-State seating.
2. A variance must be requested by each Region for use of three-member panels at the middle school and junior high school level.
3. TMEA highly recommends that all adults participating as judges, tabulators or monitors hold membership in TMEA.
4. It is highly recommended that tabulators using the TMEA software participate in the training sessions.
5. It is recommended that four persons assist with the transferring of data from judges' forms to the computers:
  - a. Two people to read and verify data from the judges forms
  - b. Two people to input and verify computer data
6. Other staff as needed might include, but not limited to:
  - a. Fees collection (Region to Area, or Area to State)
  - b. Securing judges from Region to Area
  - c. Monitoring hallways and warm-up locations as needed

## ALTERNATES

1. Each Region shall select alternates for Area Wind/Percussion and Vocal auditions.
2. Every effort should be made by all TMEA Active Member/Sponsors to notify the respective Region Division Chair of any vacancies or forfeiture of Area candidacy at the earliest opportunity.
3. The Region Division Chair is the only person authorized to secure alternates to Area. The Region Division Chair shall notify the director/sponsor of the alternate student, the appropriate Area Chair, and the TMEA office of the substitution.
4. An alternate may not represent a vacancy from a Region different than his/her own.
5. For vacancies that occur prior to the Area audition date, alternates should be notified as soon as the vacancy has been verified.
6. For vacancies that occur on the day of the audition:
  - a. Existing candidates should be given every opportunity to arrive before the end of the first round.
  - b. Alternates should not be substituted until the end of the first round (see above).



- c. Alternates must be contacted by the Region Division Chair representing the Region with the vacancy.
- d. Alternates must be called in rank order from the preceding audition in which the vacating student qualified for advancement.

## CLINIC/CONCERT

### REGION CLINICS/CONCERTS

1. Each Region should establish written policies for rehearsal and concert attendance and communicate these policies with directors/sponsors and student members.
2. In return for funds obtained from retailers in support of Region clinic/concert activities, advertisement space in the clinic/concert program should be allocated in proportion to the level of funds obtained from each retailer. Region officers should be sensitive to the total amount requested from each retailer by the entire Region.
3. Recordings of clinic/concerts, merchandise and or photography for sale or distribution must be done by TMEA licensed vendors. Consult the TMEA website for a listing of current vendors. It is the responsibility of the vendor to secure copyright permission to record, sell, and/or distribute the recordings.
4. Regions should avoid auditions and clinic/concerts on major religious holidays or observances of any faith.
5. Clinic/Concert rehearsal and performance facilities should be handicap accessible.

## STUDENT ELIMINATION

1. Once a student enters the TMEA audition process, he may be eliminated only by either:
  - a. Audition process itself
  - b. TMEA Appeals Process
  - c. Student's TMEA Director/Member Sponsor
2. Any audition that is involved in the selection or elimination of students for any All-State organization must include excerpts from the selections and/or etudes prescribed by the State Vice-President. The judges must hear each student play/sing a portion of each of the prescribed selections, etudes, or excerpts before auditions are complete.

## VARIANCES

1. Each Region's Division Audition Policies and Procedures should mirror the procedures outlined in this document and those in the applicable Division Appendix. Any procedure deviating from the State guidelines will require a waiver from the Executive Board.
2. A waiver or request for variance must be submitted to the Executive Board on or before June 1 in order to use the approved variance the next school year. The form for submitting a variance request is available on the TMEA website.