

# Rules Governing All MSMTA Events

The following rules apply to *all* MSMTA events. Participating teachers, students and parents **MUST BE FAMILIAR WITH AND ABIDE BY THESE RULES, AS WELL AS THE RULES THAT APPLY SPECIFICALLY TO EACH EVENT.** Thoughtful adherence will not only ease the burden of the event chairs but will preclude any misunderstanding and/or the disappointment of having students disqualified from participation.

A student is not considered enrolled in an event unless the application is complete, legible and on time. Otherwise, the application(s) will be returned and deadlines will still be strictly enforced. All MSMTA events are open to the public with the exception of the High School Piano Examinations.

## General

1. Except for events that are listed as available to both members and nonmembers, presenting teachers must be members in good standing of both MTNA and MSMTA at the time of the event deadline.
2. Students must have studied with the presenting teacher for at least six of the last nine months preceding the event. In cases of illness, sabbatical or former teacher's move out of the area, an exception will be made if the new teacher presents authorization from the previous teacher. Transfer students who wish to enter MSMTA events must obtain a letter of consent from their former teacher. In order to enter students into MSMTA student activities, the teacher must have been a member of MSMTA for a minimum of 30 days prior to the registration deadline.
3. To avoid any possible perception of unfairness, the following rules apply to all competitive events:
  - a) Teachers may not sit with, nor identify in any way with, their students in the presence of judges.
  - b) Students, parents, and teachers must not engage the judge in conversation until all decisions have been announced.
  - c) Only the chair(s) may know the identity of the teachers and their respective students in any competitive event. No written record of these names may be publicly displayed or open to sight at any time before or during a competition. Paperwork given to judges must not contain a student's or teacher's name, and monitors will refer to competitors only by their program number.
  - d) The chair(s), or others involved in registering students, will not serve as a judge in any event in the competition.
  - e) No judge may critique a competitive recital in which his own students are participants.
  - f) The judge(s) shall make decisions with no input from the monitors or others in the audience.
  - g) For all competitive events, tardiness is strictly enforced (events with awards and monetary prizes).
  - h) All judges' decisions ARE FINAL!!! There will be NO challenges to this decision.
4. It is the teacher's responsibility to ensure that students and parents are apprised of all the rules and decorum applicable to the event. Matters such as proper performance attire, stage presence, and recital etiquette should be discussed prior to participation.
5. **Teachers agree to work at each MSMTA event in which they enter students, as required by the event chair.** Failure to do so will result in the disqualification of all of the teacher's student entries. Teachers are only allowed to supply a substitute at two events per year to satisfy the work requirement. The substitute **MUST** be an MTNA member, with the exception that a graduate music student can serve as a substitute monitor. It is the teacher's responsibility to train her/his substitute on the duties required. The teacher is also responsible for any compensation to the substitute. There are no exceptions or exclusions to this work requirement. If a teacher enters students in any event he/she/they must work four (4) hours or more as needed by the discretion of the Chair. Chairs can double-check with other chairs to verify if someone is abusing this rule. Chairs need to keep their work schedules until June 30 in case proof of a teacher's service is needed.
6. The teacher should advise parents that no video equipment with artificial light, or use of cameras with flash apparatus is permitted during a performance. No taping (audio or video) or photographing of other performers is permitted without specific permission of a parent or teacher.
7. All participants in MSMTA judged events and their parents should be advised by the teacher prior to participation that the decision of the judge(s) is final and is not subject to question or protest.

8. All event participants, including members, teachers, students, judges, organizers, and observers, are required to adhere to all rules of the MSMTA regarding events, behave in a professional manner, and always exhibit appropriate decorum. Any violation of the rules, or any disruptive, abusive, or unprofessional demeanor, subjects the person to any disciplinary action up to and including expulsion from MSMTA membership and its events. The Chair will report the situation and persons involved to the Board of MSMTA for the disciplinary decision.
9. It will be the responsibility of the monitor in each competitive and noncompetitive event to ensure that judges have given a rating in the space provided on each critique.
10. Under no circumstances should a parent or student contact an event chair. If there is a problem or concern, only the teacher should contact the chair.
11. A teacher who has not fulfilled their financial obligations to MSMTA or its representatives will be ineligible to enter students in any event until the financial obligation has been satisfied.

### **Repertoire**

1. In competitive events, no repertoire changes may be made after the entry deadline. Students who fail to perform the submitted repertoire will be disqualified.
2. All MSMTA event participants are responsible for complying with US copyright law. MSMTA is not liable for any copyright infringements by participants, and they agree to indemnify MSMTA for any legal cause of action resulting from their violation of copyright laws. The MTNA website offers information on compliance ([www.mtna.org](http://www.mtna.org)).
3. In all solo piano events, works must be performed from memory, and no simplified arrangements of standard repertoire are permitted.

### **Application Procedures**

1. Applications and checks must be filled out by the MSMTA teacher only.
2. Teachers should make use of online registration or print out application forms if available on the MSMTA web site. *No substitute forms will be accepted.*
3. All information must be entered accurately on the forms.
4. Specific information including key, opus number, and movement of presented works must be clearly noted on the form when it is applicable.
5. Teachers should carefully review each application to ensure that all requested information has
6. been accurately provided in the indicated places. Teachers should print the application forms for their own records to ensure no mix-ups on submitted repertoire, etc.
7. One check from the presenting MSMTA teacher only, covering all student entries, and attached to the applications, is to be mailed to the chair indicated on the entry form. No checks from anyone else will be accepted.
8. Entries postmarked after the deadline will not be accepted. For online registration, teachers must print and sign the application form, then send with the check. Applications must be postmarked within 2 days after the deadline.
9. There will be no refund of any entry fee should a student fail to participate in an event for any reason.
10. If a teacher and/or parent would like to communicate any information concerning a special need of a student participating in an MSMTA event that they feel is important for the Chair and MSMTA to know in advance of the event, please include a copy of the Special Needs Entry Form found on the website under Students Activities.