

FWMTA STUDENT AFFILIATE

Student Affiliate

VP for Student Affiliate and Activities: **Jennea Potter**

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Registration Date:

1st enrollment opportunity – September 15, 2022

2nd enrollment opportunity – November 3, 2022

3rd enrollment opportunity – December 8, 2022

Postmarked envelope and emailed enrollment list by September 15, 2022:

\$16 per student

\$12 per teacher

(Students participating in fall theory test must be registered in SA by September 15.)

Postmarked envelope and emailed enrollment list by November 3, 2022:

\$16 per student

\$12 per teacher

Postmarked envelope and emailed enrollment list by December 8, 2022:

\$16 per student

\$12 per teacher

(Students participating in spring theory test must be registered in SA by December 8.)

Registration steps:

1. Update/add student information on your TMTA dashboard. See below for detailed instructions.
2. Mail payments to Jennea Potter, PO Box 93691, Southlake, TX 76092, along with a copy of the student enrollment list. Checks should be made payable to FWMTA.
3. Email a copy of the student enrollment list to Jennea@littlemusicmaker.com in addition to the mailed copy.

Important reminders:

- Each teacher will need to update the grade levels of their students on the TMTA dashboard AND add their new students on the TMTA website prior to the above deadlines. Please see the following page for complete instructions.
- **Due to the time sensitive nature of SA registrations as set by TMTA to ensure student eligibility for theory and other events, FWMTA SA is unable to make any exceptions to the above registration deadlines. Thank you for your understanding.**

REQUIREMENTS FOR PARTICIPATION

1. Participating teachers must be active members of the Fort Worth Music Teachers Association with dues paid in full.
2. Teachers may enroll any number of students in school grades 1 through 12 and post-12.

STATE LEVEL ACTIVITIES

1. Students participating in the SA Performance Contest, High School Ensemble Teams, Texas-American Composer Ensemble teams, Original Composition Contest or Chamber Music Contest must score 70 or higher on a theory exam graded at the state level.
2. Student Affiliate activities are a part of the Texas Music Teachers Convention, held every June. Students selected to represent Fort Worth in any of these State activities are expected to attend the Convention.
3. Details of state-level Student Affiliate activities are in the Student Affiliate Handbook, which every teacher receives in the mail and may be viewed on www.tmta.org website.

Instructions for Teachers Enrolling Student Affiliate

Please visit <http://www.tmta.org/teachers/certification/sa-instructions-for-chairs-and-teachers/> for instructional videos on the enrollment process.

1. Sign in on [tmta.org](http://www.tmta.org). A blue sign-in button is available on the upper right hand corner of the site.
2. Once you sign in, the list of your students will appear on your dashboard.
3. Click the Edit button next to the student's name.
4. Update the **current school grade level** for the student.
5. Select "Student is Homeschooled," if applicable.
6. Students participating in TMTA events throughout the year (such as Ensemble, Composition, Publication, Performance, etc.) need to have parent name, email, address, and phone number information.
7. Students who will participate only in the Theory or World of Music Test do not need further contact information.
8. Teachers will be able to add **new** students who are **not** transfers in their teacher profile along with needed information such as address, parent's name, etc. Click on **Save Student** when done editing or adding.
9. Teachers must inform the Local SA chair of any students who have transferred from another TMTA teacher. Do NOT enter transfer students as new students. The Local SA Chair will transfer the student to the new teacher's list.
10. **Please type "Student Affiliate 2022-23"** in the notes section for each student you are registering for SA.
11. After completing your updates online, **email a list of your students** to be enrolled in SA to Jennea@littlemusicmaker.com. Students should be sorted first by grade level and then alphabetically by last name. Also include any transfer students.
12. After emailing your list, please **mail a hard copy** along with your dues by the deadline.