

2017 HMTA JUNIOR ARTIST COMPETITION TEACHER INFORMATION AND REQUIRED GUIDELINES

Contacts: (piano) Alice Yeung aliceyeung01@gmail.com (USPS) HMTA c/o Alice Yeung; P.O. Box 346; Pearl City, HI 96782
(strings) Elaine Lu elu187@gmail.com; (USPS) HMTA c/o E. Lu; P.O. Box 4485; Honolulu, HI 96812-4485
(others) Julia Fujioka jfujioka@hawaiiantel.net; same USPS as A. Yeung

1. All competition information, application form, required documents, and payment system are located on HMTA website www.hmta.org.
2. Encourage your students to submit documents and pay online to avoid the handling charge of \$10. Refer to #7 on the 2017 HMTA Competition Requirements and Application Instructions form.
3. For those using hard copy applications, please send the following in one envelope to the appropriate contact person in one envelope postmarked by Thursday, August 31, 2017 (midnight):
 - completed application forms and parent and teacher waiver forms
 - one check payable to HMTA for all application fees plus \$10 handling fee per applicant
 - students' 2"x3" photos labeled with student's name, teacher's names, and level
 - completed HMTA Competition Release Form(s) (see #4 below)
4. If students use photocopied music purchased online, the official HMTA Competition Music Release Form must be completed and turned in to the teacher. This form is available at www.hmta.org.
5. If any application is rejected, the teacher will be called to pick up the form in question at Piano Planet (500 Nimitz Hwy., Ste. 115A) between 10 am and 5 pm, Mon.-Sat. After making necessary corrections, the teacher must mail the corrected form to Elaine Lu (strings) or Alice Yeung (piano) by **Thursday, September 7, 2017**.
6. All cuts in music must be approved by the Competition Committee by **Thursday, August 24, 2017**.
7. A week before the competition, please check each student's music for the following: 1) correct performance order, 2) labeled with post-its, and 3) measure numbers written in the left margins. If this requirement is not met on the competition day, the teacher will must pay a \$25 fine at the registration desk.
8. Teachers must check their e-mails consistently for important information. If teachers fail to keep informed of competition updates, HMTA and the competition committee will not be held responsible.
9. Students must report to their correct registration desk 30 minutes before their scheduled performance time to avoid a \$25 fine. If they are not present 5 minutes prior to their scheduled time, they will not be allowed to perform.
10. If a student will not be able to compete for various reasons, please inform the respective chair immediately.
11. During the competition, Audio and video photography will not be allowed. In addition, tripod, selfie sticks, lighting, standing, flash photography, and any other obstructions or distractions will not be allowed.
12. Judges' decisions are final. No one is allowed to speak to judges before, during, and after the competition.
13. Teachers and/or parents of competing students are required to volunteer for various tasks during the competition.
14. At the Honors Recital, only the first place winners will perform. Other winners will appear on stage to receive their awards and have photos taken. The judges will select the pieces to be performed.
15. This competition is a HMTA event. **Do not** contact any personnel of the Music Department of UH Manoa.

(Please sign the policy agreement below and submit it with the other required material.)



2017 TEACHER COMPETITION POLICY AGREEMENT

As a participating teacher in the 2017 HMTA Junior Artist Competition, I fully acknowledge that my students and I will follow all the requirements and will submit accurate and complete online and paper application forms by the competition **deadline on Thursday, August 31, 2017 (midnight)**.

If I am informed that errors and incompletions were found on my student application forms, I agree to pick up the forms in question at Piano Planet and mail the corrected forms postmarked **by Thursday, September 7, 2017 to Alice Yeung or Elaine Lu**. I understand that if I do not comply with this requirement, the applicants will not be allowed to compete in the 2017 HMTA Junior Artist Competition.

In addition, as part of this agreement, I or my students' parents will volunteer to help at the competition or related activities. If I do not volunteer, I will be assigned a job.

Teacher's Signature _____ Date _____

Print name _____