

TMEA BAND DIVISION

AUDITION PROCEDURES AND GUIDELINES APPENDIX

Revised March 2025

FACILITIES

- 1) It is the responsibility of the Region/Area Band Chair to ensure that sites chosen for auditions are ADA compliant.
- 2) Each audition site should have a large room in which to hold the judges' meeting prior to the auditions, a room that will serve as the office, and a tabulation room that is off limits to the general public. There should also be a central area to post results for student viewing, as well as a warm-up room that will not disturb those students who are auditioning.
- 3) It is the responsibility of the site host to identify those rooms being used for auditions. It is strongly advised to provide a master room list in the warm-up area.

REGION AUDITIONS

- 4) General Information
 - a) The TMEA Audition Entry and Tabulation System must be used for all levels of auditions.
 - b) The audition tabulation and report forms are generated through the tabulation system.
 - c) Every judging panel shall adhere to TMEA eligibility requirements. Five-member panels must be used in all high school auditions which lead to All-State seating. Three-member panels may be used for middle school auditions and high school auditions which do not lead to All-State seating. There must be no more than one judge per school on a three-member panel. Students may not be affiliated with more than one judge **when utilizing a three-member panel** (i.e. director, assistant director, and private lessons instructors).
 - d) Any audition that involves the selection (or elimination) of students for the All-State Band must include excerpts from each of the state-prescribed etudes.
 - e) Any student entered in any level of the audition process must meet all eligibility requirements. ***See Section I of the TMEA Eligibility Requirements.***
 - f) The Region Chair may exclude visitors and spectators from the halls adjacent to the audition rooms to maintain privacy and control the noise level.
- 5) Audition Procedure
 - a) A student auditioning on a wind instrument may use only one instrument in the audition for the duration of the audition process. The student shall not change instruments during the audition process.
 - b) To enhance anonymity, all students, including percussion, will play from one designated location in the room as long as it is practical to do so. A chair and music stand will be provided at this designated location for the performing contestant. The student may stand or sit as long as they perform from the designated location in the room.

- c) The judges must hear each student play a portion of each of the official TMEA audition etudes before auditions are completed. The etudes are those that have been published on the TMEA website.
- i) When multiple phases of auditions are utilized at the Region level:
- ii) A first audition (Phase one, District, or Pre-Region) audition which does not select a performing group and only advances students to the next level may be auditioned virtually. (See USING THE VIRTUAL AUDITION OPTION)
- iii) Phase one auditions will utilize three rounds with one (1) excerpt performed during each round. **(Exception: for percussion auditions, both marimba etudes will be heard in a single round).** In each round, the student must play a minimum of **30** seconds of music based on the ~~highest~~ **lowest** prescribed tempo markings for the etude. At the end of the audition, each student should have performed **all prescribed** excerpts.
- iv) All subsequent phases will utilize three rounds with one (1) excerpt performed during each round. **(Exception: for percussion auditions, both marimba etudes will be heard in a single round).** In each round, the student must play a minimum of **60** seconds of music based on the ~~highest~~ **lowest** prescribed tempo markings for the etude. **For keyboard, the student must play a minimum of 30 seconds per marimba etude for a combined 60 seconds of music.** At the end of the audition, each student should have performed all prescribed excerpts. The contestants will be seated in the room alphabetically by audition **number** and must perform in the following order:
 - v) Round 1: Top to bottom
 - vi) Round 2: 1/3 down to bottom, top to 1/3 down
 - vii) Round 3: 2/3 down to bottom, top to 2/3 down

(Exception: This may not be possible if there is not enough room to seat all the students at the same time).
- d) Prior to each round and after each fifth person plays, all students shall warm-up simultaneously for 20-30 seconds. There will be no restrictions on what the students can play during the group warm-up. However, disruptive activity could be subject to disciplinary action.
- e) Prior to each excerpt, if a student so desires, a brief warm-up of no more than 5 seconds is appropriate. A student may only play the starting note of the excerpt. Mallet percussion may only play a roll on the starting note. Snare drum and timpani may only play a roll on the drum. Timpani auditions will start with all timpani detuned (depress all pedals so that drums are at the lowest pitch). Each contestant will have up to 30 seconds to tune the drums. At the conclusion of the tuning time, contestant may play a roll for up to five seconds on the drum tuned to the starting note of the etude. At the conclusion of their performance, each contestant will return the pedals to the detuned position.

METRONOME **AND TUNER** – FOR BAND AND ORCHESTRA DIVISIONS

1. Students are permitted to use a non-audible metronome **and/or tuner** ~~that is only a single purpose device.~~
2. Said metronome **and/or tuner** may only be used prior to the performance by the auditioning student. The metronome and tuner ~~student~~ may not be **visible to the student** ~~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.~~ **Electronic devices may not be used for communicating or for photographing or recording/streaming any student - including oneself - during the audition process.** Failure to comply with this regulation may result in student disqualification.
2. **Headphones or earbuds may not be used in the audition room unless medically prescribed for hearing loss purposes.**

3. ~~The list of non-allowable electronic devices includes, but is not limited to, phones, smart watches, electronic games, computers, cameras (within an audition room), and playback systems.~~
4. ~~The Region Chair may establish a cell phone use area monitored by an adult contest official for the purpose of allowing a student to initiate a call.~~

- f) ~~Students are permitted to use a non-audible metronome that is only a single-purpose device.~~
- g) ~~Said metronome may be used prior to the performance by the auditioning student. The student may not use the metronome during the performance.~~
- h) ~~Metronome markings should be closely adhered to so as to maintain the intent of the music.~~
- i) ~~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.~~
- j) ~~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.~~
- k) ~~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.~~

6) Judging Process

- a) The judging panels should use the online process and printed forms for backup for tabulating results. Every care shall be taken to avoid mathematical errors. The monitor and panel chair have the primary responsibility for ensuring accuracy on the judges' forms.
- b) Interpretations and discrepancies in the music often occur and judges should be open-minded and sensible about possible printing and editing errors.
- c) **THE OFFICIAL NOTICE OF ERRATA OR SPECIAL PERFORMANCE PROBLEMS WITH THE MUSIC IS THE TMEA WEBSITE. EACH PANEL MUST BE PROVIDED THE ERRATA IN WRITING AND THE PANEL MUST REVIEW THE ERRATA PRIOR TO BEGINNING THE AUDITION.**
- d) The online computer tabulation system will generate the forms each judge must use for backup to complete the judging process. The tabulation program will accept each etude score or total score from each judge, convert the total score to ranks, check for ties, drop the high/low scores, and compute the rankings.
- e) **Percussion audition - within the keyboard total score, equal weight shall be given to the two-mallet and four-mallet etudes. The snare, timpani and combined keyboard score shall each be weighted equally.**

- f) Results shall be posted with the following statement on each page: "Tabulated audition results shall be available for inspection by directors for one hour following the conclusion of the entire audition. At the end of this period, the results are subject to the TMEA Appeals Process."
- g) Posted results should list all students who audition according to rank order. These results may not be taken from the contest location. For the first 72 hours following the audition date, the online ranked results are available to TMEA members only. After the 72-hour period, the results are available to the general public.
- h) Each school is provided via the TMEA website their individual school's report with only the results for the students from that school.

7) Ranking the Contestants

- a) At the close of the contest, the tabulation program shall rank all contestants by numbers: 1, 2, 3, etc. Ranks are to be awarded through all contestants.
- b) The "Olympic" scoring system will be used. Each contestant's high and low ranks will be dropped. The contestant, the sum of whose remaining rank points is the lowest, will be awarded first place. All other rankings will proceed accordingly (2nd lowest, 2nd place; 3rd lowest, 3rd place; etc.)
- c) In any case where there is a tie, all contestants who are tied shall be awarded a place before going on to another contestant or place.
- d) If a tie occurs in the low total for any number of contestants, the tie shall be broken by use of "Judges' Preference" (using all five judges). For example, if two contestants are tied by virtue of each receiving identical sum ranks as in this example:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total
First Contestant	1	2	5	3	2	10
Second Contestant	2	4	2	5	4	10

It should be noted that Judge A ranked the first contestant above the second; Judge B ranked the first contestant above the second; Judge C ranked the second contestant above the first; Judge D ranked the first contestant above the second; and Judge E ranked the second contestant above the first. This results in:

	Judge A	Judge B	Judge C	Judge D	Judge E
First Contestant	1	1	2	1	2
Second Contestant	2	2	1	2	1

The winner of the "Judges' Preference" (First Contestant) is placed above the other contestant at the point of the tie in the overall ranking of the entire section.

In three-way ties, there is a possibility that the "Judges' Preference" system will result in a "loop". In this case, use "Judges' Preference" (of all five judges) to determine which student should be either first or last of the three, and then break the remaining two-way tie in the previously described manner. This will result in three clear placements.

EXAMPLE #1:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total
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Contestant A	3	1	5	4	5	12
Contestant B	4	2	4	5	4	12
Contestant C	2	4	6	6	2	12

Now break the three-way tie by using all five (5) judges' preference of the three contestants. In this example:

Judge "A" Ranks Contestant C highest
 Judge "B" Ranks Contestant A highest
 Judge "C" Ranks Contestant B highest
 Judge "D" Ranks Contestant A highest
 Judge "E" Ranks Contestant C highest

Since Contestants A and C both have two higher rank votes and Contestant B only has one, Contestant B is third within the tie. Now simply break the tie between Contestants A and C by using the process described in "Paragraph D" above.

EXAMPLE #2:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total
Contestant A	4	5	8	7	11	20
Contestant B	3	6	10	5	9	20
Contestant C	1	11	5	4	12	20

Now break the three-way tie by using all five (5) judges' preference of the three contestants. In this example:

Judge "A" Ranks Contestant C highest
 Judge "B" Ranks Contestant A highest
 Judge "C" Ranks Contestant C highest
 Judge "D" Ranks Contestant C highest
 Judge "E" Ranks Contestant B highest

Since Contestant C has three higher rank votes and Contestants A and B only have one, Contestant C is first within the tie. Now simply break the tie between Contestants A and B by using the process described in "Paragraph D" above.

8) Variance in Audition Procedures

Any variance to the above lies within the domain of the Region provided that:

- Any variance is submitted by the Region Band Chair prior to August 1st. All requests will be reviewed by the Executive Board of TMEA. This form can be found on the website Region Chair Resource page. Each Region Band Chair will be notified of acceptance or denial no later than August 15th.
- Variances must be re-submitted annually for continued approval.
- Each Region Band Chair must have a combined copy of the MS and HS Band and Jazz Audition Policies and Procedures in their personal files and must email a copy kvanlandingham@tmea.org at the TMEA Headquarters by **July 31** each year. The TMEA Rules and Procedures Template must be utilized to generate the document.

9) Duties of the Region Audition Chair

- a) Maintain close contact with the Region Band Chair to secure and maintain competent judging panels.
- b) Provide all necessary judging materials and forms with the cooperation of the TMEA office and the State Band Chair. Each judge and panel chair should have packets distributed to them to properly audition the number of students assigned to their room.
- c) Provide suitable rooms, chairs, music stands and privacy screens for all audition rooms. Wherever possible, consider acoustics and other comforts for the judges and performers using all means necessary to ensure privacy and anonymity.
- d) The Region Band Chair shall be responsible for securing judging commitments from each director with students involved in the Area Auditions. This should be done at the Region Auditions. Any cancellations or other changes shall be handled through the Region Band Chair. **It is the responsibility of the Region Chair to provide the Area Chair the number of judges/monitors that shall constitute their Region's share of the Area's needs.**
- e) Provide staff for the following duties:
 - i) Posting of results
 - ii) Verify Area Candidates and secure judges for Area Auditions.
- f) Certify Region Candidates for Area Auditions. Review and verify the students listed in the online entry system for certification to Area.

USING THE VIRTUAL AUDITION OPTION

1. Entry and Recording Dates

- a. A first audition (Phase one, District, or Pre-Region) which does not select a performing group and only advances students to the next level may be auditioned virtually. Virtual auditions may not include sightreading.
- b. The deadline for entering students in a virtual audition shall be 14 days prior to the contest date.
- c. The late deadline for entering a student in a virtual audition shall be 7 days prior to the contest date. The entry will be subject to the late entry fees.
- d. After the 7-day deadline, additional late entries must be submitted to the Region Chair before the end of the third day prior to the contest date. The entries will be subject to the late entry fees.
- e. The contest date will be the date judging may begin.
- f. The designated recording period will be 6 days prior to the contest date to 2 days prior to the contest date. Example: Contest date is the 8th, 7-day deadline is the 1st. The recording period will begin at 12:01 am the 2nd and continue until 11:59 pm the 5th.

2. Recording Process

- a. A member-sponsor or associate director **must** be present in the recording room. The student will only be allowed to record each etude one time. This limitation is controlled by the online recording system.

3. Judging Process

- a. Judging will begin on the Contest Date. There is not an automatic closing date or time. Judges must complete their assignments as prescribed by the Region Chair.
- b. Judges must hear all students using the same equipment in the same environment.
- c. The environment must not be in a public place. It must be in a quiet home or office setting.

REGION CLINICS/CONCERTS

1. No **Region Orchestra, Region Jazz, or Region Mariachi auditions or** clinic-concerts may be held on the second weekend in November without an approved variance.
2. Each Region should establish written policies for rehearsal and concert attendance and communicate these policies with directors/sponsors and student members.
3. Travel may occur during a school day for TMEA events. Each Region may allow one day per division, per level (high school and middle school), for activities to be held on a school day.
4. A Region Contract for Services **MUST** be generated for any payment to an individual for **\$250.00** or more. Contracted conductors, clinicians, and accompanists who reside in Texas and receive \$250 or more in total compensation for the fiscal year must be current TMEA members.
5. 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. Regions may not accept royalties or profit sharing from vendors.
6. 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. **TMEA organizations or personnel are not to distribute audio or video recordings of the event under any circumstance.**
7. Regions should avoid auditions and clinic/concerts on major religious holidays or observances of any faith.
8. Clinic/Concert rehearsal and performance facilities should be handicap accessible.

ALTERNATES

1. 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.

2. 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 Deputy Director of the substitution.
3. An alternate may not represent a vacancy from a Region different than their own.
4. For vacancies that occur prior to the audition date, alternates should be notified as soon as the vacancy has been verified and no later than 10 pm two days preceding the audition day. (Thursday for Saturday auditions.)
 - a. Alternates must be contacted by the Region Division Chair representing the Region with the vacancy.
 - b. Alternates must be called in rank order from the preceding audition in which the vacating student qualified for advancement.

AREA AUDITIONS

1) General Information

- a) Each Region Band Chair (or proxy) **MUST** attend the Area auditions. ~~In the event of a dispute over procedures, etc. the Region Band Chairs in attendance shall vote or otherwise agree on resolution of those disputes. If an official Region Band Chair or Chair's designee is not in attendance, the remaining Region Band Chairs and the Area Chair shall have authority to resolve disputes.~~
- b) The Area Chair may exclude visitors and spectators from the halls adjacent to the audition rooms to maintain privacy and control the noise level.

2) Student Entry Procedures

- a) Each Region Band Chair shall certify the following maximum number of students to the Area Auditions

INSTRUMENT	6A TRACK	*ORCHESTRA	5A TRACK
Piccolo	1	1	1
Flute	4	2	4
Oboe	2	2	2
English Horn	1		1
Bassoon	3	2	2
Contra-Bassoon	2		2
E-flat Clarinet	1		1
B-flat Clarinet	9	2	6
Bass Clarinet**	2		2
Contra Clarinet	1		1
Alto Saxophone	2		2
Tenor Saxophone	2		1
Baritone Saxophone	2		1
Cornet/Trumpet	7	3	5
Horn	5	3	4
Tenor Trombone	4	2	3

Bass Trombone	1	1	2
Baritone	2		2
Tuba	3	1	2
Percussion	4	2	4
TOTALS:	58	21	48

***Combined band and orchestra winds auditions**

****When needed, an Alto Clarinet part will be covered by a Bass Clarinet member.**

- b) *And any other instruments requested by the State Band Chair from year to year):*
 - c) No single Region may have more students audition on any one instrument at Area than is listed above.
 - d) A student may enter the Area auditions on only one instrument.
 - e) If an originally certified student becomes unable to attend the Area Audition (illness, academic ineligibility, etc.), then it shall be the responsibility of that Region Band Chair to certify a new candidate based on the results of the Region Audition. ~~Students may receive certification for Area from the Region Band Chair any time until the moment the Area auditions have begun.~~ No one may grant certification for a student other than the Region Band Chair, the State Band Chair or a designee.
 - f) Each student's director/sponsor (or proxy) **MUST** be in attendance at the auditions. ~~Each school should bring at least two adults to the auditions (one of whom should be their TMEA member/sponsor).~~ **Each school must be prepared to send any and all staff members to the Area Audition in order to ensure that all panels will be filled.**
 - g) Student registration should begin no later than 30 minutes prior to the beginning of the auditions. No student will be allowed to register once the auditions have commenced. EXCEPTION: Travel problems due to bad weather, accident, or other justifiable reason. Late registration must be approved by the Area Chair. IN ANY CASE: No student will be allowed to begin the audition process if they arrive after the first round has been completed.
 - h) The Area audition entry fee of **\$7.00 per student** will be billed to each Region Chair. Payment must be sent to the **TMEA Headquarters** in Austin. A student is not certified to Area until this fee has been paid.
 - i) The student should be prepared to pay a **\$30.00** All-State fee online after the Area auditions if they should be certified to All-State.
- 2) Selection and Assignments of Judging Panels
- a) The Region Band Chair shall be responsible for securing judging commitments from each director with students involved in the Area Audition. This should be done at the Region audition. Any cancellations or other changes shall be handled through the Region Band Chair. **It is the responsibility of the Region Chair to provide the Area Chair the number of judges/monitors that shall constitute their share of the Area's needs.**
 - b) Every judging panel shall have five members. Each room shall be monitored by an Active or Retired TMEA member. In the interest of time and "judges' fatigue", separate 5A and 6A panels should be used for piccolo/flute, oboe/bassoon, B-flat clarinet, trumpet, horn, and tenor trombone/bass trombone. Additional panels may be formed if sufficient manpower and facilities exist. Panels judging both 5A and 6A Tracks should hear the 5A Track first.

- c) To more quickly facilitate recording requirements, any panels auditioning 5A students that record should audition those students first (e.g., piccolo, oboe, E-flat clarinet, alto clarinet, contra clarinet, tenor saxophone, baritone saxophone, and bass trombone).
- d) To further expedite the starting and completion of the Area auditions, the State Band Chair shall prescribe the excerpts to be played in all Areas.
- e) At the judges' meeting held during the time the students are registering, the Area Chair can finalize the make-up of each panel.
- f) At this meeting, the Area Chair should go over the **online tabulation system**/judging forms with all judges. Each Area Chair must utilize the judging forms in a manner that is consistent with the All-State audition procedure. Forms are available on the TMEA website.
- g) Every effort should be made by the Area Chair to balance panels. Each panel MUST be composed of five (5) members. Each panel SHOULD contain a majority membership of band directors (the rest of the panel being private teachers, applied faculty members, etc.). Every effort shall be made to balance the panel geographically. It is not necessary that each judge be a specialist on the instrument they are judging (although it is desirable). It is requested that each judge be comfortable judging the "family" of instruments (e.g., woodwind, brass, or percussion).
- h) Each audition room shall have an Active or Retired TMEA member as a monitor to help maintain decorum in the room, to help the auditions stay on schedule, to facilitate any necessary communication between the students and the judges, and to ensure that an original of the audition music is in front of the student during performance.

3) Audition Procedure

- a) A student auditioning on a wind instrument may use only one instrument in the audition for the duration of the audition process. The student shall not change instruments during the audition process.
- b) Each student shall be assigned an audition **number**. The Audition Chair will make use of the computer program made available by the state to ensure speed and accuracy in processing results. This program randomly assigns audition **numbers** before the auditions. This program also provides space on a "print-out" for student initials, attendance verification, name spelling verification, and performance order.
- c) If possible, all students shall be seated in the audition room simultaneously.
- d) Screens are required and every effort should be made to ensure that no judge has any visual contact with a student. Anonymity is vital!
- e) To enhance anonymity, all students, including percussion, will play from one designated location in the room as long as it is practical to do so. A chair and music stand will be provided at this designated location for the performing contestant. The student may stand or sit as long as they perform from the designated location in the room.
- f) The judges must hear each student play a portion of each of the official TMEA Audition Etudes before auditions are completed. The etudes are those that have been published on the TMEA website. There will be three rounds with one (1) excerpt performed during each round. (Exception: This may not be possible if there is not enough room to seat all the students at the same time). In each round, the student must play a minimum of **60** seconds of music based on the **lowest** ~~highest~~ prescribed tempo markings for the etude. **For keyboard, the student must play a**

minimum of 30 seconds per marimba etude for a combined 60 seconds of music. At the end of the audition, each student should have performed 3 all prescribed excerpts.

- g) The contestants will be seated in the room alphabetically by audition number and must perform in the following order:
- i) Round 1: Top to bottom
 - ii) Round 2: 1/3 down to bottom, top to 1/3 down
 - iii) Round 3: 2/3 down to bottom, top to 2/3 down
- (Exception: This may not be possible if there is not enough room to seat all the students at the same time).
- h) Prior to each round and after each fifth person plays, all students shall warm-up simultaneously for 20-30 seconds. There will be no restrictions on what the students can play during the group warm-up. However, disruptive activity could be subject to disciplinary action.
- i) Prior to each excerpt, if a student so desires to warm-up, they may only play the starting note of the excerpt for no longer than 5 seconds. Mallet percussion may only play a roll on the starting note. Snare drum and timpani may only play a roll on the drum. Timpani auditions will start with all timpani detuned (depress all pedals so that drums are at the lowest pitch). Each contestant will have up to 30 seconds to tune the drums. At the conclusion of the tuning time, contestant may play a roll for up to five seconds on the drum tuned to the starting note of the etude. At the conclusion of their performance, each contestant will return the pedals to the detuned position.

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- 5. Students are permitted to use a non-audible metronome and/or tuner that is only a single purpose device.
- 6. Said metronome and/or tuner may only be used prior to the performance by the auditioning student. The metronome and tuner student may not be visible to the student use the metronome during the performance.
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- 6. Headphones or earbuds may not be used in the audition room unless medically prescribed for hearing loss purposes.

- ~~j) Students are permitted to use a non-audible metronome that is only a single purpose device.~~
- ~~k) Said metronome may be used prior to the performance by the auditioning student. The student may not use the metronome during the performance.~~
- ~~l) Metronome markings should be closely adhered to so as to maintain the intent of the music.~~

- ~~m) 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.~~
- ~~n) 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.~~
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- c) Percussion audition - within the keyboard total score, equal weight shall be given to the two-mallet and four-mallet etudes. The snare, timpani and combined keyboard score shall each be weighted equally.**
- d) THE ONLY OFFICIAL NOTICE OF ERRATA OR SPECIAL PERFORMANCE PROBLEMS WITH THE MUSIC IS THE TMEA WEBSITE.**
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- b) The "Olympic" scoring system will be used. Each contestant's high and low ranks will be dropped. The contestant, the sum of whose remaining rank points is the lowest, will be awarded first place. All other rankings will proceed accordingly (2nd lowest, 2nd place; 3rd lowest, 3rd place; etc.)
- c) In any case where there is a tie, all contestants who are tied shall be awarded a place before going on to another contestant or place.
- d) If a tie occurs in the low total for any number of contestants, the tie shall be broken by use of "Judges' Preference" (using all five judges). For example, if two contestants are tied by virtue of each receiving identical sum ranks as in this example:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total

First Contestant	1	2	5	3	7	10
Second Contestant	2	4	2	5	4	10

It should be noted that Judge A ranked the first contestant above the second; Judge B ranked the first contestant above the second; Judge C ranked the second contestant above the first; Judge D ranked the first contestant above the second; and Judge E ranked the second contestant above the first. This results in:

	Judge A	Judge B	Judge C	Judge D	Judge E
First Contestant	1	1	2	1	2
Second Contestant	2	2	1	2	1

The winner of the "Judges' Preference" (First Contestant) is placed above the other contestant at the point of the tie in the overall ranking of the entire section.

- e) In three-way ties, there is a possibility that the "Judges' Preference" system will result in a "loop". In this case, use "Judges' Preference" (of all five judges) to determine which student should be either first or last of the three, and then break the remaining two-way tie in the previously described manner. This will result in three clear placements.

EXAMPLE #1:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total
Contestant A	3	1	5	4	5	12
Contestant B	4	2	4	5	4	12
Contestant C	2	4	6	6	2	12

Now break the three-way tie by using all five (5) judges' preference of the three contestants. In this example:

Judge "A" Ranks Contestant C highest
 Judge "B" Ranks Contestant A highest
 Judge "C" Ranks Contestant B highest
 Judge "D" Ranks Contestant A highest
 Judge "E" Ranks Contestant C highest

Since Contestants A and C both have two higher rank votes and Contestant B only has one, Contestant B is third within the tie. Now simply break the tie between Contestants A and C by using the process described in "Paragraph D" above.

EXAMPLE #2:

	Judge A	Judge B	Judge C	Judge D	Judge E	Total
Contestant A	4	5	8	7	11	20
Contestant B	3	6	10	5	9	20
Contestant C	1	11	5	4	12	20

Now break the three-way tie by using all five (5) judges' preference of the three contestants. In this example:

Judge "A" Ranks Contestant C highest
 Judge "B" Ranks Contestant A highest

Judge "C" Ranks Contestant C highest

Judge "D" Ranks Contestant C highest

Judge "E" Ranks Contestant B highest

Since Contestant C has three higher rank votes and Contestants A and B only has one, Contestant C is first within the tie. Now simply break the tie between Contestants A and B by using the process described in "Paragraph D" above.

6) Duties of the Area Chairs

- a) Each Area Band Chair will certify the number of students listed for their respective Area on the apportionment tables posted on the TMEA website.
 - i) https://align.tmea.org/align_2426/index.php
- c) Maintain close contact with the Region Band Chairs as early as possible to secure and maintain judging panels.
- d) Provide all necessary judging materials and forms with the cooperation of the TMEA office and the State Band Chair. Each judge and panel chair should have packets distributed to them to properly audition the number of students assigned to their section.
- e) Provide suitable rooms, chairs, music stands, and privacy screens for all audition rooms. Wherever possible, consider acoustics and other comforts for the judges and performers.
- f) Provide staff for the following duties:
 - ~~i) Tabulation of results~~
 - ii) Distribution of ~~congratulatory letter that gives further directions and~~ a document with information pertaining to All-State participation.
- g) The TMEA Headquarters will generate payment to all Area level contest personnel to be paid. Any audition personnel to be paid, regardless of amount, must be issued a contract for services to ensure payment from the TMEA Headquarters.
- ~~h) Serve as chair of a committee of Region Band Chairs whose purpose is to resolve disputes during the auditions. It is hoped that this will not be needed; but if so, the Area Chair will have the decision power based on input from the Region Band Chairs. All additional protests shall be made in writing to the State Band Chair within 48 hours after the conclusion of the audition.~~
- i) Certify Area Students to All-State.
 - i) Within 2 hours after the completion of the Area Audition:
 - a. Upload the recorded instruments auditions via the TMEA website.
 - ii) Within 48 hours after completion of the Area Audition, send to the **TMEA Administrative Director via email**.
 - a. Copy of the Area Expense Form with receipts for all expenses.

STATE AUDITIONS

- 1) January **10/11** - Area Auditions-students will be named to All-State.
- 2) At Noon the Sunday after the first day of Area Wind/Percussion auditions All-State seating audition etude and excerpts posted on the website.
- 3) Starting the second Tuesday and ending at 2 pm the second Friday after the Area Wind/Percussion auditions students will record for the seating audition.
- 4) Recording Process
 - a) It is at the director/member-sponsor's discretion to hire a professional recording engineer. It is highly recommended that the highest level of microphones and recording equipment is used. Selection of a recording room should be done with care, taking into consideration resonance, ambient noise and sound isolation. Microphones and recording equipment must be connected as an input to a computer that has an internet connection to complete recordings online. No file uploads are allowed. The online system will save the recording in the appropriate format.
 - b) The director/member-sponsor **must** be present in the recording room. This director/member-sponsor will ensure that the student performs in the correct order and lets both the recording engineer and student know when to record (and stop) for each track. Winds: Track 1 = Etude 1; Track 2 = Etude 2; Track 3 = Etude 3. Percussion: Track 1 = Snare; Track 2 = 2 Mallet; Track 3 = 4 Mallet; Track 4 = Timpani. **Recording order will be clearly outlined for all students when excerpts are released.**
 - c) The student can use a metronome between each selection to check the tempo, but not during the actual recording. Up to **ten minutes** is allowed between each recording cut. A Student may use this time at their discretion. More time between tracks can be allowed if there are mechanical issues with the student's instrument or with the recording equipment.
 - d) There will be a track per prescribed cut. The student will record **ONE TIME ONLY** the specific passages in the exact order decided by the State Band Chair. Record only the student performance; **DO NOT** make any verbal announcements.
 - e) Tuning, metronomes, and instructions should not be recorded!
 - f) The first recording is final. No student may re-record any audition.
- 5) **Note: if region elects to hire a recording engineer the associated fees may not be passed onto the students. Regions can decide to schedule a central location to record (e.g., jazz auditions) or regions can direct each band director to do recordings on their campus. Regardless: students cannot be charged a fee to record.**
- 6) The second Friday (2:00 pm CT after the Area Wind/Percussion auditions is the deadline to upload all seatings audition recordings.
- 7) The second Friday (beginning at 2:00 pm CT) after the Area Wind/Percussion auditions - TMEA verifies received recordings.
- 8) The second Saturday after the Area Wind/Percussion - WW/Brass/Percussion- Adjudicated virtually.
- 9) The third Sunday after the Saturday Area Wind/Percussion auditions - students **and directors** will meet in a pre-scheduled virtual meeting to receive results and choose ensemble preference.

- 10) The third Monday after the Area Wind/Percussion auditions - once students have completed online All-State forms, they will receive their TMEA ID number and a code to access their individual music for their chosen All-State ensemble.
- 11) Wednesday during the convention, 3-4 pm - All-State Student meeting.
- 12) Wednesday during the convention, 5:30 pm – All-State student check-in at rehearsal room
- 13) Wednesday during the convention, 6pm - 9pm -All-State band and orchestra winds will have section rehearsals.
- 14) Band and Orchestra Section Rehearsals
 - One (1) clinician for each section of each band. The following will be combined for these section rehearsals: flute/piccolo, E-flat/B-flat clarinets, all saxophones, all low clarinets.
 - Percussion organizers will handle the section rehearsal for each band and orchestra.
 - One (1) clinician for Symphony brass.
 - One (1) clinician for Symphony woodwinds.
 - One (1) clinician for the Symphony strings, harps, and pianos.
 - One (1) clinician for Philharmonic brass.
 - One (1) clinician for Philharmonic woodwinds.
 - One (1) clinician for the Philharmonic strings, harps, and pianos.
 - One (1) clinician for the Sinfonietta woodwinds.
 - One (1) clinician for the Sinfonietta brass.
 - One (1) clinician for the Sinfonietta strings, harp, and pianos.
- 2) Wednesday during the convention, Jazz Ensemble 1 and Jazz Ensemble 2, 6A & 5A Percussion Ensembles, and the Mariachi Ensemble will have their first rehearsal.
- 15) Thursday during the convention at 8 am, the 6A and 5A All-State Bands, Philharmonic Orchestra and the Sinfonietta Orchestra will have their first full ensemble rehearsal. The Symphony Orchestra first rehearsal will be at 10 am.
- 16) Registration
 - a. All-State registration will be at the first section rehearsal.
 - b. No students will be allowed to register or participate in the state rehearsals until the proper forms have been completed and received. These forms are the “All-State Student Code of Conduct”, the “All-State Student Questionnaire” (online), and the “Medical Release Form”.
- 17) Selection of All-State programs and extra instruments
 - a. Deadline for all band and orchestra programs to be selected is June 1st.
 - b. The State Orchestra Chair will provide a copy of all **available** parts to the State Band Chair prior to the TBA summer convention.
 - c. The State Band and Orchestra Chairs will determine prior to September 1st any extra instrumentation needed. These needs will be posted to the TMEA website.

- d. Additional instruments needed are determined by the demands in the music. Instruments, such as Soprano Saxophone and Alto Clarinet if needed, will be assigned to a student from the All-State saxophone, clarinet, or low reed sections.
- e. English Horn will be certified through the Region auditions (1 - 5A Track and 1 - 6A Track each), combined into 6A Track at Area, then recorded at Area and uploaded to TMEA.
- f. Contra-Bassoon and will be certified through the Region auditions (2 - 5A Track and 2 - 6A Track each), combined into 6A Track at Area, then recorded at Area and uploaded to TMEA.
- g. Contrabass Clarinet and will be certified through the Region auditions (1 - 5A Track and 1 - 6A Track each), combined into 6A Track at Area, then recorded at Area and uploaded to TMEA.
- h. The State Band Chair will arrange for a panel to hear the English Horn and Contra-bassoon recordings.
- i. English Horn, Contra-bassoon, and Contrabass Clarinet will be allowed to choose their All-State organization. The ranking from the Area recorded audition process will be used. First chair will be asked for their preference of organizations. They may choose from the highest available chair in band or orchestra. Second chair will then choose, and the process will continue until available choices have been exhausted. Those remaining will be assigned to the remaining positions.
- j. The State Band Chair will contact the director of each student in rank order to assign organizations.
- k. Harp and piano will be certified at the Region Orchestra Audition and the recording uploaded to TMEA using the prescribed Area Orchestra system.
- l. Harp and piano will be allowed to choose their All-State organization. The ranking from the Area recorded audition process will be used. First chair will be asked for their preference of organizations. They may choose any available chair in band or orchestra. Second chair will then choose, and the process will continue until available choices have been exhausted. Those remaining will be assigned to the remaining positions.
- m. The State Orchestra Chair will contact the director of each student in rank order to assign organizations.