

Certificate of Merit January 2016 Packet

January 2 through 28, 2016

Enter Repertoire on Student Evaluation Forms. Log into your teacher homepage. Please read the document titled "Instructions for Entering Evaluation Information Online" found in this packet.

Remember: Once you have **completed repertoire entry** - plus requests for carpool, Branch Honors, Convention recitals (as applicable) - the student's entry receives a day & time stamp. **Evaluation times will be filled according to the day/time stamp.** If your student must be evaluated on Sunday please complete your repertoire (and requests) EARLY.

Please follow the carpool instructions. You may lose your day and time stamp if carpools are not entered correctly.

You may request Day 1 for Saturday, February 27th.

You may request Day 2 for Sunday, February 28th.

This year you may request Saturday or Sunday only. It is the first year for Kristina to manage the scheduling.

Do not request am or pm. Do not use the Request Venue option.

A day and time stamp is provided on each CM Evaluation Info Form as it is submitted online. All scheduling is automated and generated by the MTAC State CM Database. Kristina and Kathleen do NOT control this!

Please call or email Kathleen with any questions.

Drops

From January 2 – February 27, please notify Kathleen and Kristina of all students who are dropping and will not participate in CM evaluations. Please email both of us together.

Branch Honors Festival Recital(s)

March 13, 2016, at Roth Hall, Crossroads School 1714 21st. St., Santa Monica 90404 afternoon times TBA

CM Level 6 – Advanced; any school grade is eligible.

Please see Honor Recital Information in this Packet.

Convention Recitals

If your student interested in being considered for a Convention Recital enter the information at this time. Please read your syllabus and follow the Instructions for Entering Evaluation Information Online found in this packet. Please also find Convention Recital Program Guidelines in this January Packet.

Please use your syllabus and CM Policies and Procedures 2015-2016 as a source of information. Call or email Kathleen with questions.

Best Wishes to all of you for a happy 2016!

Kathleen Summerland and Kristina Jacinth

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