

SYAMFA ENTRY RULES

1. Students must enter via our [on-line registration system](#) and mail their completed forms & fees to the Registrar.
2. Each class must be entered on a separate entry form. Do not combine classes on the same entry form. To be considered active, entries must be BOTH submitted online, AND received by postal mail. Entries are accepted on a first come, first served class-slot system. Wait-listed entries will be accommodated as possible. If an entry cannot be placed, a warning will be posted to the online entry form number, no less than ten (10) days prior to the start of Festival.

STEP 1: "RECEIVED" When the MAILED form arrives, if all personal information fields are completed, required signatures and total fees are included, AND the entry matches the submitted online form, the Registrar will log the entry as "RECEIVED". Class-slot priority is established at this point and not before.

STEP 2: "ACCEPTED" All Received entries are reviewed by the Music Advisory Panel. Entries that meet all class and repertoire requirements (see Entry Forms & Fees) will be "ACCEPTED" and given a class time-slot as long as space allows.

Failure to Comply: If an entry is incomplete or fails to comply in any way, it will be suspended, and the teacher/student will be contacted. The required information must be provided within three (3) days of the notification or the entry is subject to rejection.

TEACHERS & STUDENTS - Please Check your E-mail and Phone messages regularly for these Notices.

3. Students may enter up to three (3) classes, except as noted below. Each class is conducted by one adjudicator in master class style. Any one of the following combinations will be the maximum allowed:
 - ◆ Any three classes not including a Complete Program, Short Program, or Beethoven Sonata class.
 - ◆ Complete Program and Concerto on one instrument, plus ONE of the following: a Solo Class on a different instrument, or an Ensemble Class.
 - ◆ Complete Program only, in two different divisions (e.g., Piano and String).
 - ◆ Complete Program, Short Program or Beethoven Sonata class, plus one other class.
 - ◆ Complete Program or Short Program plus two Ensemble Classes.
 - ◆ Two Solo Classes plus two Ensemble Classes.
4. Repertoire used in one class may not be used in another, nor may it be used again in any future SYAMFA Festival.
5. Selected music may not be changed after the entry deadline. Any changes in music will result in ineligibility for performance honors, including disqualification from competitive concerto.
6. PHOTOCOPIED / INTERNET-SOURCED MUSIC:
"Photocopied music" and "Music Printed from the Internet" ARE NOT ALLOWED in the Festival even if it is in the public domain. **Scores must be published and professionally**

bound editions. Consult an appropriate Music Advisory Panel member for exceptions regarding Out of Print music.

7. Direct ALL eligibility, class, or repertoire questions to the Music Advisory Panel, and scheduling questions to the Division Chairs.
8. Entrants must arrange for an accompanist BEFORE SUBMITTING the online application.
9. **NEW ACCOMPANIST RULE: Accompanists are limited to a maximum of 24 performances if playing for students from *more than one* of these four groups: Upper String, or Lower String, or Woodwind, or Piano.** There is no performance limit for accompanists playing only for students in a single instrument group.
10. If withdrawal of a participant or change of accompanist is necessary, please notify the Division Chair immediately. After the Festival has begun, please phone the Festival Desk immediately to alert us. NO REFUNDS are made after the application deadline.
11. Notification of adjudication time will be posted to each online entry form number no less than ten (10) days prior to the start of the Festival. NO CHANGES will be allowed after schedules are posted, except at the discretion of the Division Chairs, and then only if the no other entrant's schedule is impacted.
12. The Festival Board reserves the right to reject any entry, or to withhold Festival honors from any participant who does not comply with the rules.

ENTRY FORMS AND FEES

Guidelines for STUDENTS:

1. To avoid delays in acceptance, do not leave any personal information fields blank. Enter complete and accurate contact information: entrant, teacher, accompanist,
2. All repertoire details listed below are required for each piece performed.
 - Find your music already in the Festival Database for fastest entry processing.
 - If a piece is not in the database, then all details below must be provided.

<ul style="list-style-type: none"> ◆ Composer (first and last names) ◆ Title ◆ Key Signature ◆ Catalog number (BWV, K., Hob, etc) 	<ul style="list-style-type: none"> ◆ Movement number and Tempo marking ◆ Collection (if any) ◆ Period Classification ◆ Exact timing
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3. If performing more than one movement of a piece, then enter each movement as a separate piece of music.
4. Enter the exact performance time for each piece or each individual movement. Students will be asked to stop at the time limit. If completion of the performance is important to the student, repertoire must be chosen that will fit within the allocated playing time.
5. Complete all sections of the "Fees & Final Requirements" page.
6. Print a draft copy of your form(s) for your teacher to proofread.
7. "SUBMIT" your online entry *only after* your teacher has viewed and approved it.

8. Print one copy of the submitted online entry form for each class entered. Each printed entry form must be signed by the student, parent, and teacher before mailing.
9. Do not add handwritten notes to your printed entry form. Comments may be added to the online entry form on the "Fees & Final Requirements" page.
10. Please make checks PAYABLE TO the SYAMFA in U.S. funds. Mail all original signed forms and your check for total entry fees to the Registrar by the entry deadline.

MAIL TO:

EILEEN UEBELACKER, REGISTRAR
 8501 NE 129th Place
 Kirkland, WA 98034-2621

11. **ONLY REGULAR MAIL IS ACCEPTED.**
ANY MAIL THAT REQUIRES A SIGNATURE WILL BE REFUSED.
12. **ENSEMBLES:** Every ensemble member must enter the class individually by submitting an entry form. The names of all other participants should appear on each individual's form. Mail to the Registrar: one envelope containing forms for all members of the group; one check for the entire group.
13. Direct ALL eligibility, class, or repertoire questions to the Music Advisory Panel, and scheduling questions to the Division Chairs.
14. NO REFUNDS are made after the application deadline.
15. If Festival fees are a financial hardship, please contact a member of the Board of Directors at least one month prior to the application deadline.

Guidelines for TEACHERS:

1. Teachers must proofread their students' entry forms for adherence to Festival rules **before** students "**SUBMIT**" them online. Teachers are ultimately responsible for the forms' accuracy and compliance. Please confirm these items:
 - ◆ Personal information is complete for all parties.
 - ◆ All required repertoire details are included (shown in No. 2, above).
 - ◆ Other requirements of each class have been met.
2. Teacher-approved forms only, must then be submitted online and printed for signatures and mailing.
3. Teachers must sign all approved printed entry forms which will be mailed to the Registrar.
4. Please keep a printed copy of all your students' entries for the form-number reference.
5. Direct ALL eligibility, class, or repertoire questions to the Music Advisory Panel and scheduling questions to the Division Chairs.
6. Print and complete the [Teacher Registration Voucher](#), available online. Please MAKE ALL CHECKS PAYABLE TO THE SYAMFA in U.S. funds. MAIL the teacher registration

fee of \$40 together with the payment voucher to the Registrar by the entry deadline. Student performance schedules will not be released until the Teacher Fee is received.

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