

Revised 9/9/2022

REGION AND ALL-STATE ORCHESTRA AUDITION PROCEDURES

These standing rules have been adopted for the state; however, each region will have license to diverge in their organizational procedures in order to accommodate needs unique to their region.

REGION AUDITION EVENT

1. Students must be eligible to attend per the criteria outlined in the SCMEA Orchestra Division Bylaws, Article VIII.
2. Digital registration must be completed by the posted deadline. All forms, documentation, and monies will be sent to the Auditions Registrar by the postmark registration deadline.
3. Region Auditions will always be scheduled for the first Saturday in October. The second Saturday in October will be the alternate audition date should inclement conditions cause the first Saturday to be impractical. For scheduling issues unique to any region, the decision can be made to move both the primary audition and the inclement weather audition dates provided that the new dates are published on the SCMEA Planning Calendar (itself published in May of the previous school year), that they are announced at the SCMEA Orchestra Division Fall Meeting, and that the event's dates are clearly published on the SCMEA Orchestra Division Website.
4. Auditions will be live at the assigned locations throughout the state. In the event of a conflict with a school-sponsored event, there is a recording procedure available for Region Orchestra ONLY. Sponsors may apply to record affected students.
5. The chairpersons of the region auditions will determine the site, assign the duties to sponsors to staff the audition event and be in charge of the event set-up. The local chair and host also will monitor the entire event.
6. Auditions are blind. Judges will sit behind a screen so that they do not know the identity of the student playing. Students must not speak during the audition. Should the student require an explanation, the room monitor can provide further clarification or inquire on their behalf. Audition panels must always consist of three qualified members. Ideally, one panel will hear only one section/level; however, pending sufficient sponsor numbers, sections/levels may be combined during the day so long as those particular levels/sections are heard by the same panel. Audition panels may be comprised of three, six, or nine judges and be organized in a single room or into multiple rooms, all in order to provide the best-expedited event.
7. Each student will be given 30 seconds to review the sight-reading prior to playing.

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8. Region audition results will be made available as close to the audition day as possible. The results will be released in two manners:

INTERNAL RELEASE: An internal release will be sent to the sponsors that will reflect all auditioning students. These results will be preliminary only and sponsors may make inquiries for 48 hours from when the results are published. Pursuant to FERPA regulations, sponsors must not share student scores other than their individual scores.

PUBLIC RELEASE: These will be both posted on the Orchestra Division website and emailed to each sponsoring teacher. The public results will reflect only those who qualified either as participants or as alternates. These results will appear by section, in alphabetical order. Pursuant to FERPA regulations, scores are NEVER publicly released.

9. Final chair auditions may be held at each respective performance event for specific seating assignments.

10. Students accepted will comprise three Orchestras:

- Grades 6 – 8
- Grades 9 - 10
- Grades 11 - 12

ALL-STATE AUDITION EVENT

1. To be eligible to audition for All-State, each student must have participated in his or her region's orchestra earlier in the fall AND must be eligible to attend per the criteria outlined in the SCMEA Orchestra Division Bylaws, Article VIII.
2. Digital registration must be completed by the posted deadline. All forms and documentation will be sent to the Auditions Registrar by the postmark registration deadline.
3. Auditions for All-State will be held live on a pre-determined date in January. Typically this will be the first Saturday in January; however, this date can be adjusted at the fall meeting in order to accommodate school start dates. The following Saturday will be the inclement weather audition date.
4. All-State Auditions are a live event only.
5. Students should be prepared to perform all posted excerpts.
6. The chairperson of the All-State audition event will determine the site, assign the duties to sponsors to staff the audition event, and be in charge of the event set-up.
7. The local chair/host will monitor the entire event.
8. Auditions are blind. Judges will sit behind a screen so that they do not know the identity of the student playing. Students must not speak during the audition. Should the student require an explanation, the room monitor can provide further clarification or inquire on their behalf. Audition panels must always consist of three qualified members. Ideally, one panel will hear only one section/level; however, pending sufficient sponsor numbers, sections/levels may be combined during the day so long as those particular levels/sections are heard by the same panel. Audition panels may be comprised of three, six, or nine judges and be organized in a single room or into multiple rooms, all in order to provide the best-expedited event.
9. All-State audition results will be made available as close to the audition day as possible. The results will be released in two manners:

INTERNAL RELEASE: An internal release will be sent to the sponsors that will reflect all auditioning students. These results will be preliminary only and sponsors may make inquiries for 48 hours from when the results are published. Pursuant to FERPA regulations, sponsors must not share student scores other than their individual scores.

PUBLIC RELEASE: These will be both posted on the Orchestra Division website and emailed to each sponsoring teacher. The public results will reflect only those who qualified either as participants or as alternates. These results will appear by section, in alphabetical order. Pursuant to FERPA regulations, scores are NEVER publicly released.
10. Students accepted will comprise three Orchestras:
 - Junior All-State: Grades 6 – 8
 - Senior All-State: Grades 9 - 10
 - Senior Honors All-State: Grades 11 - 12

ORGANIZATIONAL DUTIES FOR BOTH REGION AND ALL-STATE AUDITIONS

Event Chair Responsibilities:

- Will communicate with the members within their region and with the sponsors of auditioning students (for Region Event Chairs).
- Will communicate with all sponsors with eligible/registered students auditioning for All-State (for the All-State Event Chair).
- Collect digital submissions from each member and transfer the information into a master database.
- Coordinate efforts with the site host (if applicable) for the assignment of rooms, deciding upon the division of students and instrumentation/levels for auditions.
- Schedule the event by placing students into one-hour audition blocks, which will correspond to their arrival times.
- Assign duties to sponsors and to volunteers and make clear instructions available to each sponsor what that duty entails.
- Prepare and print all event paperwork including labels, registration checklist, audition passes, room checklists and name badges.
- Prepare judging packets which include copies of the sight-reading (received from the state auditions chair)
- Create a method of collecting scorecard, scanning cards, and card archiving.
- Reconcile the registration table checklist and the audition room checklist with the computer "NO-SHOW" list to ensure that all cards have been scored properly.
- Determine results.
- Prepare master list, sorted by level, and save as a "txt" file in order to import the data into the tabulation program.
- Transfer data into tabulation software.
- Communicate results in the proscribed manner listed earlier in these standing rules.
- Receive and resolve individual sponsor inquiries. Note that this review will entail the verification that the cards are in fact the cards of the student in question (as corroborated by the student signature(s)) and that the cards' scoring is accurately entered into the computer. No discussion about the interpretation of the judging will be entertained. The results of the judges are final.
- Provide digital files of the final rosters and sponsor contact information to the event host and to the Executive Director for the Orchestra Division.

Site Host Responsibilities:

- Coordinate efforts with the Event Chair
- Procure an audition site reserving the needed rooms, teacher meeting site, registration area, and warm-up area. It is recommended that a public address system be available.
- Arrange with school for climate (heating/air conditioning) and custodial service.
- A budget will be provided for
 - sponsor/volunteer lite hospitality
 - lunch for sponsor/volunteers
 - custodial services
- Procure items for light refreshment during the day.
- Arrange for lunch to be available on site for those staffing the event.

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- Arrange for student volunteers. Please note that lunch will be provided for volunteers who work the entire event. These names should be provided to the Event Chair for assignment and nametag preparation.
- Set up rooms for auditions. Screens are to be erected. A music stand must be provided. Suitable workspace and seating for the judges and for the room monitor should be provided. If needed, endpin anchors should be available.
- Procure black plastic sheeting (3 or 4 mil) for the screens in the room. You will also need Heavy-Duty 2" Binder Clips to secure the screen to stands.
- When possible, screens, clips, name tag holders, and any other items that can be reused should be warehoused.