

Southwestern Division ACDA

GRADED HONOR CHOIRS 2018

Oklahoma City, Ok

March 7 - 10, 2018

Audition Process Information

Must be sponsored by an ACDA member to register.

Application Fee: \$25 non-refundable application fee for each applicant. Paid by Debit or Credit Card submitted online through the secured server. No Purchase Orders will be accepted.

Considerations:

- The new SWACDA Audition program is set up for each individual audition to be paid for separately. Organizations may submit one payment (debit or credit card) for multiple applications by calling ACDA during normal Office Hours. (405) 232-8161
- Participants must be accompanied in Oklahoma City by a parent/chaperone above the age of 21.
- Participants must stay in the recommended conference hotels. See Lodging Information on page 8.

Online Registration is Open between 8/21/2017 and 10/10/2017 This is the UPLOAD window (recordings may be made at any time after June 1, 2017 until the 10/10/2017 deadline).

Online Applications Overview:

- Online Registration will include necessary information, statements of understanding for applicant and parent/chaperone, ACDA membership ID and information, and character recommendation for applicant.
- Recorded audition submitted online in an Mp3 format
- Secure online payment using credit card (NO Purchase Orders will be accepted).

Information and Directions

Register at www.acda.org

- LOG in to the ACDA web site at: www.acda.org
- You must be a registered ACDA member in good standing to log in. If you have not logged in to the ACDA web site since the transition, use your email on file with ACDA and select the lost or forgotten password to create a new password.
If you have issues logging in please contact Scott Davis (sdavis@acda.org) or José Tellez (webmaster@acda.org)
- Go to the CONFERENCES link in the drop-down menu select **Auditions & Sessions**
- Click the **GREEN** Register Now button on the right side of the page
- Update your MEMBER INFORMATION if necessary by clicking the edit info box
Music packets for accepted singers will be shipped to YOUR mailing address which appears in your Member Information. Be sure it is correct.
- **Applicant Information:** The following information on each applicant is required:
 - CHOIR** select from drop-down menu
 - VOICING** select from drop-down menu
 - First Name Last Name** this information will be used for the printed program
 - Address** three lines available use what you need starting with Address 1
 - City, State, Zip Country** City State will be used in printed program
 - Phone:** may be the student or parents preferred phone number
 - Email:** may be the student or parents preferred email
 - Grade in School** select from drop-down menu SWACDA is only for Grades 5-12
 - Height - Feet and Inches**
 - T-Shirt Size** select from drop-down menu

Sponsoring Choir Name or Organization

- **Parent/Guardian Information:** The following information is required:
Name: *First Last*
Email: *P/G preferred email. (They will receive confirmation once audition is completed).*
Phone: *P/G preferred phone#*
- **Chaperone Information:**
Name: *First Last*
Phone: *P/G preferred phone#*
- **Terms and Conditions** *4 Statements of Obligation which also appear in the SWACDA Honor Choir Information packet. Please share with parents before submitting audition.*

Singer

Parent

Chaperone

Director

You must click the "I have read" box in order to submit the form. It acts as an electronic signature.

- **Click Submit** *If all is good you will review and move on to Uploads. If any errors appear you must go back and correct.*

Once you successfully get past the submit button the Audition Information will be saved. You can begin another application, or move on to the Upload page to upload MP3 files.

- **Upload** Ideally your audition recordings will be saved on the computer you are using to process the application. Select the appropriate Mp3 file for the singer and click Submit
- **File 1: Ascending** Browse for file select and hit Submit. A Processed Upload box will appear with a player to double check the audition file. **DO NOT CLICK NEXT** (yet) If all is good SCROLL down to
- **File 2: Descending** Repeat the process for File 2: File 3: and File 4:
- **AFTER ALL audition recordings for this applicant have been submitted CLICK NEXT.**
- **Proceed to Payment** – ALL Payments must be made through the web site using a credit or debit card. **Currently each Application will have to be paid for individually.** *If you wish to enter multiple applications and pay with a single credit card you will need to CALL National ACDA at (405) 232-8161 during normal Office Hours. They will take your information, process the payment, and mark your entries as paid.*

Enter standard Billing Address information for the Card you are using.

Card Number Expiration Date Month and Year

SUBMIT

Audition Applicant is NOT complete until payment is made.

Once payment is made, an email confirmation will go to both the Parent and Director to confirm that the audition is complete and has been received.

If you have any issues or questions, please email Jeff Sandquist at: swacdahcjs@gmail.com

For LOG IN assistance and technical difficulties: sdavis@acda.org OR webmaster@acda.org

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SUBMITTING the application indicates that the PARENT, SINGER, and SPONSOR have read and agree to the policies outlined in the Statements of Obligation.

If Singer is chosen to be a part of a SWACDA Honor Choir –

Singer/Parent Statement of Obligation: I/We have read the guidelines and application forms and fully understand that selection for a 2018 Graded Honor Choir brings with it significant musical and financial obligations. We understand that as a member of the honor choir, the applicant must pay a **\$195 non-refundable participation fee** and that the SWACDA is not responsible for the costs of the applicant's transportation or lodging. We understand that lunch on Thursday, and Friday *is included* in the participation fee, all other meals are the responsibility of the participant. (Thursday evenings' social event is also included in participation fee.) We further understand that the applicant will be staying in a hotel, designated by the convention committee, and must have a parent/chaperone in the hotel room or follow their school/district/organization policy as it applies for overnight trips. We also understand that the applicant must attend all honor choir rehearsals **March 7, 8, 9, 10, 2018**, and the convention performance on Saturday afternoon, **March 10**. The applicant will be committed to having the music fully prepared according to the instructions included in the music packet. Professionally produced rehearsal tracks will be available through the SWACDA web site.

For the Parent/Chaperone: Each singer must be accompanied by a parent/chaperone. Please do not depend on the student's teacher as the sole chaperone. The teachers are members of the organization and will most likely attend conference events. Students may not be left un-chaperoned at any time. Students **MUST** have a chaperone on-site. SWACDA will not be responsible for patrolling the halls of the hotel at night.

- Student Name
- Parent/Chaperone Name & Address
- Phone
- Email
- Relationship to Applicant (i.e. Parent, teacher, responsible chaperone or organization designee).
- You will be asked to sign (by agreement/submission) a Parent/Chaperone Statement of Obligation as shown on page 3.

Parent/Chaperone Statement of Obligation: Upon this applicant's selection for a 2018 Graded Honor Choir, I understand that I will be staying in the same room with the participant or following school/district/organization policy as it applies for overnight trips. I further understand that I will be responsible for ensuring that the applicant attends all Honor Choir rehearsals and performances. I understand that the SWACDA is not responsible for the costs of my transportation, lodging, or meals. I understand that I am the party responsible for the singer while attending the SWACDA Honor Choir, and that students may not be left un-chaperoned at any time.

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Sponsor Statement of Character Recommendation for the Applicant: This student/singer has demonstrated the outstanding musical ability, attention span, and exemplary behavior necessary to represent his/her school, church, community choir, city/state, in a SWACDA Graded Honor Choir in Oklahoma City, Oklahoma.

Financial Obligations

- All transportation, meals, and expenses will be made and paid for by the honor choir participants. ACDA assumes no financial responsibility to and from the conference.
- A **\$195 non-refundable** participation fee paid online indicates your acceptance. Payment must be made by **November 15, 2017**.

Code of Conduct Contract, and **Notarized Medical Release Form** postmarked by **Dec. 1, 2017** and mailed to the Honor Choir Coordinator.

Mp3 Audio Audition Submission

- Use the best quality recording equipment you can. You can record a CD and convert it to an .Mp3 file format or record directly to your computer.
- Garageband (Mac) and Audacity (PC) are recommended recording software.
- iTunes is recommended for .Mp3 file conversion.
- Audio-Enhanced Recordings will be disqualified. Recordings should NOT be edited or enhanced electronically in any way.
- Do not give the name of the applicant on the recordings.
- All applicants will be assigned an audition number through the Audition program. Your name and information will be hidden from the panel during the selection process.

Audition/Notification Process Time Line

Recordings may be made any time from June 1 – October 10, 2017.

- **8/21/2017 and 10/10/2017** – All Audition Material Submitted Online www.swacda.org
Sponsoring directors can review status of application (complete, missing MP3, etc.) using their login ID (ACDA Number).
- Payment of \$25 (non-refundable) must be submitted online for each applicant, via debit or credit card only, to the secured server by the October 10 deadline along with their registration and .Mp3 uploads.
- November 1st, 2017 – Notification of all singers accepted
- November 15, 2017 – Participation fee (\$195) must be paid through secure online server using credit or debit card.
- December 1, 2017 – Postmarked deadline for **Code of Conduct Contract** and **Notarized Medical Release Form** mailed to the Honor Choir Coordinator.
- December 15th, 2017 – Music Packets mailed to directors of honor choir participants.

When you receive notification of acceptance, follow the directions provided and immediately call the hotel and make a room reservation!

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Grades 5-6-7 Treble Honor Choir – Christy Elsner, conductor

Grades 5-6-7 Treble Honor Choir is open to girls and boys (unchanged voices) enrolled in grades 5-6-7 for the 2017-18 school year.

The audition consists of: 3 recordings (files)

1. Vocalization and range demonstration performed a cappella. 2 separate files (recordings).

Play ONLY the beginning pitch of each scale pattern on the recording.

File 1: *Top five ascending pitches (major scale do – sol) of singer’s range on solfege or “ah”.*

File 2: *Bottom five descending pitches (major scale sol – do) of singer’s range on solfege or “ah”.*

2. File 3: Jubilate Deo (Praetorius) performed a cappella in Latin. Include the starting pitch for each voice part as listed below on the recording: Recommended tempo Half note = 50 – 60

19 **SOPRANO 1**

Ju - bi - la - te De - o, Ju - bi - la - te De - o, A - le - lu - ia

13 **SOPRANO 2**

Ju - bi - la - te De - o, Ju - bi - la - te De - o, A - le - lu - ia

7 **ALTO 1**

Ju - bi - la - te De - o, Ju - bi - la - te De - o, A - le - lu - ia

ALTO 2

Ju - bi - la - te De - o, Ju - bi - la - te De - o, A - le - lu - ia

Grades 7-8-9-10 Men's Honor Choir – Derrick Fox, conductor

Grades 7-8-9-10 Men's Honor Choir is open to singers with changed voices in grades 7-8-9-10 for the 2017-18 school year. Singers MAY NOT audition for both the 5-6-7 Treble and the 7-8-9-10 Men's Honor Choir. In the event of a voice change after acceptance into the choir singers may be re-assigned to the 7-8-9-10 Men's Honor Choir. Any re-assignment will be made on an individual basis by the honor choir chair and coordinator.

The audition consists of 4 recordings (files):

1. Vocalization and range demonstration performed a cappella.

Play ONLY the beginning pitch of each scale pattern on the recording.

File 1: Top five ascending pitches (major scale do – sol) of singer's range on solfege or "ah".

File 2: Bottom five descending pitches (major scale sol – do) of singer's range on solfege or "ah".

2. File 3: America (My Country 'Tis of Thee) performed a cappella. Recommended tempo 80 – 85 bpm. *Include the following starting pitch for each voice part on the recording.*

T1 A below middle C

B1 E below middle C

T2 G below middle C

B2 C below middle C

3. File 4: Contest Style Solo excerpt. May be accompanied or a cappella. Please limit piano introduction. Excerpt performed must include a minimum of 60 seconds of singing and no more than 90 seconds. Pop, Gospel, and Jazz selections are not suitable for this audition and will be disqualified.

Grades 8-9-10 Women's Honor Choir – Sandra Snow, conductor

Grades 8-9-10 Women's Honor Choir is open to women enrolled in grades 8-9-10 for the 2017-18 school year.

The audition consists of 4 recordings (files):

1. Vocalization and range demonstration performed a cappella.

Play ONLY the beginning pitch of each scale pattern on the recording.

File 1: Top five ascending pitches (major scale do – sol) of singer's range on solfege or "ah".

File 2: Bottom five descending pitches (major scale sol – do) of singer's range on solfege or "ah".

2. File 3: America (My Country 'Tis of Thee) performed a cappella. Recommended tempo 80-85 bpm.

Include the following starting pitch for each voice part on the recording.

S1 A above middle C

A1 E above middle C

S2 G above middle C

A2 D above middle C

3. File 4: Contest Style Solo excerpt. May be accompanied or a cappella. Please limit piano introduction. Excerpt performed must include a minimum of 60 seconds of singing and no more than 90 seconds. Pop, Gospel, and Jazz selections are not suitable for this audition and will be disqualified.

Grades 11-12 Mixed Honor Choir – Julie Yu, conductor

Grades 11-12 Mixed Honor Choir is open to men and women enrolled in grades 11 - 12 for the 2017-18 school year.

The audition consists of 4 recordings (files):

1. Vocalization and range demonstration performed a cappella.

Play ONLY the beginning pitch of each scale pattern on the recording.

File 1: Top five ascending pitches (major scale do – sol) of singer’s range on solfege or “ah”. (no falsetto)

File 2: Bottom five descending pitches (major scale sol – do) of singer’s range on solfege or “ah”.

2. File 3: America (My Country ‘Tis of Thee) performed a cappella

Include the following starting pitch for each voice part on the recording.

NOTE: *these are not all the same as the 7-8-9-10 starting pitches.*

S1 A above middle C

A1 D above middle C

S2 G above middle C

A2 Bb below middle C

T1 A below middle C

B1 D below middle C

T2 G below middle C

B2 Bb ninth below middle C

3. File 4: Contest Style Solo excerpt. May be accompanied or a cappella. Please limit piano introduction.

Excerpt performed must include a minimum of 60 seconds of **singing** and no more than 90 seconds. *Pop, Gospel, and Jazz selections are not suitable for this audition and will be disqualified.*

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LODGING INFORMATION

ALL SINGERS in the SWACDA 2018 Graded Honor Choirs will be housed in the **approved conference hotels**. Student and their parents/chaperones are responsible for making their reservations directly with the hotel. Single to Quad - \$159 to \$179 plus tax (22%). All reservations should be made directly with the hotel. A list of conference hotels, rates, and contact information will be provided. Be sure to list ALL occupants of each room when you make your reservations and identify yourself as an SWACDA Graded Honor Choir member.

FREQUENTLY ASKED QUESTIONS

Where will we stay? All members of the 2018 SWACDA Honor Choirs will be housed in the approved conference hotels. All Honor Choir Members will room with their chaperone(s). Teachers WILL NOT be allowed to room with their students, unless they are related.

Should we call the hotel to make reservations? YES. Specific Reservation information and instructions will be included in your acceptance notification. It is the chaperones/parents responsibility to make their reservations for the 2018 SWACDA Honor Choirs by the reservation cut-off date January 15, 2018. FAILURE TO MAKE RESERVATIONS may result in the singer being removed from the choir.

Does each singer need a chaperone? YES. There must be a responsible adult above the age of 21, other than the student's choir director, for each singer in the 2018 SWACDA Honor Choirs. Each individual chaperone MAY BE RESPONSIBLE for more than one honor choir singer, or for honor choir singers in different choirs. CHOIR DIRECTORS MAY NOT BE THE OFFICIAL CHAPERONE.

Will there be a meal plan for the honor choir singers? YES. The meal plan will include lunch on Thursday and Friday for all graded honor choir singers. The cost is built in to the participation fee. Everyone is on his or her own for all other meals. All graded honor choir members will be treated to "Fun Night" on Thursday, March 8. Chaperones will be given the opportunity (but are not required) to order the meal plan and to purchase "Fun Night" tickets in advance.

Can we send Purchase Order #'s? NO. Credit and Debit Cards only. The initial honor choir APPLICATION FEE needs to be paid by credit or debit card at the time of the online application. Once a singer has been accepted into the honor, ALL PARTICIPATION FEES should be paid by credit or debit card online. We DO NOT accept checks or money orders for Application or Participation Fees.

What does a chaperone do? Chaperones are responsible for their singers throughout the honor choir experience. At registration, chaperones will need to provide room #'s and cell phone numbers where they can be reached in Oklahoma City. Chaperones will also be asked to sign-up to attend rehearsals and other honor choir activities. Chaperones are responsible for enforcing the code of conduct and making sure their singers are on time for all rehearsals, meals, activities and performances. Chaperones are also expected to enforce published "in room" and "lights out" times.

What if I have more questions? Contact SWACDA Honor Choir Coordinator: **Jeff Sandquist**
swacdahcjs@gmail.com