

UNIVERSITY INTERSCHOLASTIC LEAGUE REGION IX MUSIC CONTESTS

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GENERAL INFORMATION HANDBOOK 2010-2011

Please study this handbook, the 2010-2011 UIL CONSTITUTION AND CONTEST RULES, and the PRESCRIBED MUSIC LIST in order that conflicts might be avoided. These documents can be ordered from the State UIL Office (P.O. Box 8028, University Station, Austin, TX 78713-8028. Telephone 512-471-5883. The PML and Constitution and Contest Rules can be accessed on the state UIL website.

The State UIL Office WEB address is: <http://www.uil.utexas.edu>

The State UIL Office E-Mail address is: uilmusic@uts.cc.utexas.edu

· **Region IX will utilize the computer entry process www.uilforms.com for all contests. No other form of entry will be accepted. Instructions for this entry format are included in this packet.**

- It is not necessary to submit any hard copies of entry forms. Region IX will print out all contest critique forms.
- Directors are requested to check all UIL entry forms for accuracy before submitting entries.
- Be sure to enter the correct region (Region 9) and the correct contest (4A Band, MS NV Band, correct date, etc.) Entries have been “lost” in the past because they were entered on the wrong region or the wrong contest or the wrong date.

IMPORTANT NOTICE: A BAND, ORCHESTRA, OR CHOIR THAT FAILS TO COMPETE AFTER OFFICIALLY ENTERING A REGION ORGANIZATIONAL EVENT MUST SUBMIT A LETTER FROM THE PRINCIPAL OF THAT SCHOOL TO THE REGION EXECUTIVE COMMITTEE STATING THE SPECIFIC REASON/REASONS FOR NOT PARTICIPATING IN THE CONTEST. THE LETTER MUST BE SIGNED BY THE PRINCIPAL AND MAILED TO THE EXECUTIVE SECRETARY.

**FEE SCHEDULE FOR REGION IX MUSIC CONTESTS
AS SET BY THE REGION IX MUSIC EXECUTIVE COMMITTEE
2010-2011**

<u>EVENT</u>	<u>TOTAL FEE</u> <u>(INCLUDES REGION, STATE & RECORDING FEES)</u>
Marching Band	415.00 per unit
Solo and Ensemble, MS	\$10.00 per student**
Solo and Ensemble, HS	\$10.00 per student** **(\$10.00 per each solo and per each member of each ensemble) A student who performs a solo and performs in an ensemble would pay \$10.00 for each event.
Late Solo and Ensemble Entries	\$20.00 per student per entry
Middle School Bands	\$355.00 per unit
High School Bands	\$440.00 per unit
Middle School Choirs	\$305.00 per unit
High School Choirs	\$380.00 per unit
Middle School Orchestras	\$365.00 per unit
High School Orchestras	\$440.00 per unit

Checks should be made out to: Region IX UIL Music

**Mail to: Region IX UIL Music
16914 Avenfield Road
Tomball, Texas 77377**

NOTE: Payment for all fees must be postmarked by the deadline for all contests in 2010-2011. Late payments must be accompanied by a \$25.00 LATE FEE for each organization (each band, each choir, each orchestra) as per the Region IX Music Executive Committee, John Neubauer, Chairman.

NOTE: Make 3 copies of the Concert / Sightreading And Marching Contest Summary Form for each contest with the instructions for making out checks and mailing payments highlighted. One Copy must accompany your payment, one copy goes to your business office and one copy is for your records. Summary Forms are found at www.region9music.org under each specific contest button.

Region IX UIL Contest Computer Entry Procedures

All contests will be entered online in Region IX. **Only entries that are prepared using the method described herein will be accepted.** Those of you who have used it before will be happy to know that the new procedure involves the use of Charms. However, be sure to read the entire memo as the process involves new requirements. All names and passwords from 2009-2010 have been purged from the website. Directors will need to re-enter their names and passwords for the 2010-2011 school year.

Be sure to proofread all entries carefully. ONCE YOU HAVE COMPLETED A CONTEST ENTRY, YOU CANNOT EDIT IT. YOU MUST DELETE IT AND SUBMIT A NEW ENTRY WITH THE CORRECT INFORMATION! Again, be sure to enter Region IX contests and the correct contest category and date.

You do not need to print your judges forms. **All entry forms will be printed by the Region IX office and will have a barcode unique to your entry printed on them.** A barcode scanner will be utilized at each contest, which will expedite the scoring of results. For this reason, entries submitted in any other format cannot be accepted. This is a simple, user-friendly entry process, and there is information available online to assist any director.

You may contact Dave Plummer at dplummer@conroeisd.net if you need assistance. If you still have a problem, please contact UIL Forms Support at support@uilforms.com.

Thank you for utilizing this contest entry process. Best wishes for a great year!

Help Line:

Dave Plummer, Technology Specialist
Vogel Intermediate School, Conroe ISD, Texas
dplummer@conroeisd.net

MARCHING BAND CONTEST

DUE BY THE DEADLINE FOR THIS CONTEST:

- Entry submitted on the website (www.uilforms.com) by the deadline.
- Fees mailed to the Executive Secretary postmarked by the entry deadline. Please see the Fee Schedule enclosed.

DUE ON THE DAY OF THE CONTEST:

- **ONE COPY OF UIL FORM #1:** This form, which is due the day of the contest prior to the performance, should list eligible students *as of the date of the contest* and must be signed by the principal. You may create this form on your computer if you desire. *Please do not submit a Form #1 with your fees. The Form #1 must be current (prepared on or just before the date of the contest).*

- **STATEMENT OF COMPLIANCE** (See enclosed sample.): The director of each entry in the UIL region marching band contest must submit the Statement of Compliance signed by the director.

- **LETTER OF INTENT (CLASS 3A and 5A BANDS):** A letter stating that if you qualify at Region and if you choose to, your band will participate in the area marching band contest, signed by the director and the building principal, must be on file before your region contest performance.

- **ANNOUNCEMENT FORM (Enclosed)**

- **Remember that the Parent/Student UIL Marching Band Acknowledgement Form must be signed and on file in the school building.**

CONCERT AND SIGHT-READING CONTEST

· Entries are due on the deadline on the website www.uilforms.com Changes in program selections can be made up until seven days prior to the first day of the contest.

· **A CHECK FOR FEES MUST BE POSTMARKED BY THE DEADLINE.** Checks should be made out to **REGION IX UIL MUSIC** and mailed to
Brad Bouley
Region IX UIL Music
16914 Avenfield Rd.
Tomball, Texas 77377

Note: All Non-Varsity and Sub Non-Varsity groups perform the same level of concert music and sight-reading music per their school's classification. There is no distinction by the State UIL between 2nd, 3rd, and 4th groups. Classifications for contests are:

1st Group – Varsity

2nd Group – Non-Varsity

3rd Group – Sub Non-Varsity A

4th Group – Sub Non-Varsity B

DUE ON THE DAY OF CONTEST:

· **ONE COPY OF UIL FORM #1:** This form, which is due the day of the contest prior to the performance, should list eligible students as of the date of the contest and must be signed by the principal. Directors may also download this form from the UIL websites. **NOTE:** Please be sure to thoroughly research eligibility as an ineligible student will cause the organization to be disqualified even if the director has checked records and the error is discovered after the contest.

· The Form #1 must be current (prepared on or just before the date of the contest) and must be signed by the principal. Please do not enclose a Form #1 with the fees.

SOLO AND ENSEMBLE CONTEST

- **Entries must be submitted by the deadline on the www.uilforms.com website.**
- **A CHECK FOR ENTRY FEES** must be mailed to the Executive Secretary postmarked by the contest deadline listed in the calendar. Checks should be made out to Region IX UIL Music. Please see enclosed Region IX Fee Schedule. Please remember that each student must pay \$10.00 per solo and \$10.00 per ensemble member.
- **Form #1, listing currently eligible students and signed by the principal, is due the day of the contest. Please do not enclose a Form #1 with fees.**
- **Please arrange to have enough accompanists for your students. You should try to have at least one accompanist per 20 students. Otherwise, it is very difficult to schedule a school that cannot have several rooms going at one time. Thank you for your cooperation.**

· **Scheduling requests must be sent by email to the Contest Host on or before the entry Deadline Date. Do Not include requests with your payment or other correspondence.**

· **If you have a conflict and need to perform on Friday night, please state your reason on your request for scheduling. For example, parade on Saturday, half of the group involved in a track meet, etc. We must have a balance between Friday and Saturday to avoid paying a full day of expenses for a half day of contest on Friday with a dozen judges and a short day on Saturday with fewer judges. Thank you for your cooperation.**

· **LATE ENTRIES**

Late entries will be allowed for Solo and Ensemble Contests up to and including the day before the day of the contest. A separate contest for late entries will be created after the 30 day deadline. Late entries will be entered into the late contest site. A registration fee of \$10.00 and a late fee of \$10.00 per entry will be assessed.

Region IX UIL Music Contests

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Code of Conduct for all Students Participating in Music Contests

Sponsored by

The Region IX UIL Music Executive Committee

1. All schools with students competing in music activities are to be held responsible and liable for any/all damages that may occur at the host school site.
2. Students identified in acts of vandalism or other inappropriate behavior will be removed immediately from the contest site and may, at the discretion of the Music Executive Committee, be disqualified from future participation in music activities in Region IX for a period of one to two years as set forth in the University Interscholastic League Constitution and Contest Rules.
3. Upon identification of guilty students, a letter will be written to the principals of the school where the students are enrolled, with carbons to the supervisor of music, superintendent of schools, and director of the organization, detailing the extent of the infraction. This letter is to be followed by an invoice to the principal for monetary damages as soon as the amount has been determined by the host school.
4. Appreciation for and recognition of the rights of all organizations and individuals during the performance are mandatory.
5. All directors who have students competing in music contests in Region IX are to be directly responsible for the conduct of their students and **MUST** attend the event entered with their students or cancel the entry unless illness or other acts of God prohibit their attendance. In any case, an official of the school must be at the contest with the students.
6. It shall be the responsibility of all individual directors in Region IX to notify their students of these policies and penalties in advance of each contest.
7. In conclusion, the above Code of Conduct means closer supervision of all students during all Region IX contests. If necessary, schools should provide additional teachers and chaperones to assist the directors during these occasions.

The goal is to provide a healthy atmosphere in which students and directors might be able to have a positive, educationally rewarding experience.

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