

STUDENT AFFILIATE ENROLLMENT

Student Affiliate is a program of the Texas Music Teachers Association, inaugurated in 1951, to provide for the student a wider musical experience than is usually afforded in private music study, with recognition for achievement in various phases of music education and activity. Student Affiliate awards are funded through the Texas Music Teachers Educational Foundation.

The TMTA Student Affiliate events are open to students of TMTA members who have enrolled the student in Student Affiliate prior to the event and paid the annual Student Affiliate (“SA”) Membership dues for the participating student. SA dues and submission deadlines are listed below.

For non-TMTA member teacher fees and for their student entry fees, please check the TMTA Handbook for state-associated fees and deadlines.

STUDENT AFFILIATE ENROLLMENT FEES AND DEADLINES

Student Affiliate Enrollment is online at tmta.org.

Student Affiliate Enrollment FEES FOR 2019-2020			
AGE/GROUP	Until Sept 25th	Until Jan 15th	Until March 18th
Students (Grades 1-12)	\$18.00	\$22.00	\$25.00
Students (Young Artist, Post-12)	\$15.00	\$18.00	\$20.00
TEACHERS	<i>No dues</i>	<i>No Dues</i>	<i>No Dues</i>

TIPS FOR ENROLLMENT

A. It is best to enroll early since fees increase throughout the year.

Enrolling early has these advantages:

- Gives students the opportunity to enter any Student Affiliate event during the year.
- Avoids missing deadlines for Student Affiliate Enrollment necessary for entering SA events.
- Supports your TMTA Student Affiliate programs and area students who participate.

B. Have your student information ready:

- full name of student
- date of birth
- school grade
- parent's names and contact information (email and phone) if for ensemble, publication, video essay, composition or performance contest

C. Follow these instructions from TMTA:

1. Sign in on tmta.org. A blue sign-in button is available on the upper right-hand corner of the site.
2. Once you sign in, the list of your students from previous years will appear.
3. Click the Edit button next to the student's name.
4. Choose the current grade level for each student. This needs to be updated every year.
5. Select "Student is Homeschooled" if applicable.
6. Students participating in TMTA events throughout the year (such as Ensemble, Composition, Publication, Performance, etc.) need to have parent name, email, address, and phone number information.
7. Students who will participate only in the Theory or World of Music Test do not need further contact information.
8. Teachers will be able to add new students who are not transfers in their teacher profile along with needed information such as address, parent's name, etc. Add your new students to your profile by clicking on the "add" button. Click on Save Student when done editing or adding.
9. **Transfer students:** Do NOT list a student on your dashboard that you know to be a transfer student from another studio. Contact Mallory McHenry at assist@admta.org of any transfer students you wish to enroll. ADMTA will transfer the student to the new teacher's list if the student transferred from within your association. The state office will transfer the student to your profile if the student is from a different local association.
10. **The magic words:** In the "notes" section for each student, type these words, "student affiliate 2019-2020" if you want your student enrolled in student affiliate.
11. Students testing below level in theory should be marked as non-Whitlock. They may be eligible for an instrumental or vocal medal even if testing below level. More information will be available from your local theory chair.

12. If a student has left your studio, please put “no longer in my studio” in the notes section. If the student is transferring to another teacher, please write “transferring to another TMTA member” (if you know the teacher and/or association, please include that). The student record in your profile must be transferred to the new teacher’s profile, so should not be deleted from your profile. If the student has graduated and should be removed from the database, please indicate that in the notes section so that your SA Chair can delete the record.
13. Students may remain in your profile and not be student affiliate. Simply leave their notes section blank. In addition, students may be added to the member profile and not registered as a Student Affiliate member.
14. **Final Steps:** Email Mallory at assist@admta.org once you have completed your SA registration. She will mark your student to be enrolled in the State database. Submit dues to your ADMTA when you are billed. ADMTA Treasurer will send you an invoice within 30 days after your enrollment to your email address listed with ADMTA.ORG. Please check your spam folder or contact assist@admta.org if you have not received your invoice.

**Late fees will apply if you miss the deadline and enroll during the grace period.
1-5 STUDENTS (\$15.00), 6-10 STUDENTS (\$30.00), 11 & OVER (\$45.00).**