## **TEACHER CONTEST INFORMATION**

<u>It will be the teacher's responsibility to relay all of the contest information to each of their students.</u> A good idea is to write a student's day, time, class, contestant number, and room on the inside cover of their music.

Teachers can forward their students the information or print out the materials to distribute to them. We are asking the teachers to be conscientious about getting their students the needed information.

- \*If a student has changed their song, do NOT notify us. The student can simply tell the Room Captain at the start of their class that their song has changed. The new selection must be in the same level and on the Required Lists in Piano, Violin, Cello, and Viola classes.
- \*The students should be told to report directly to their room. They will check in there at the start of their class.
- \*At this point in time, no more day or time changes will be accepted.
- \*Every student will receive an award, either a trophy or a ribbon. Students will need to take their score sheet to the trophy table on the 1<sup>st</sup> floor to pick up their award.
- \*All 1<sup>st</sup> Place Trophy Winners as well as ALL Memorial Contest Participants are invited to attend a free Winners' Recital, the date TBA. Information will be given to all eligible students. Last year's inaugural recital was a huge success. Space is very limited so students must sign up as soon as possible to be guaranteed a spot.
- \*\*\*Volunteers are desperately needed at the Contest.\*\*\* Please, Please ask your high school age students and their parents to volunteer. In order for the contest to run smoothly for your students' benefit, approximately 40 volunteers are needed at a minimum to assist the judges in contest rooms. Volunteers can sign up on our website or they may call Pat. All volunteers working a full day will receive a \$25 gift card. Your assistance is greatly needed. Thank you.
- \*Teachers: Please stop in the Contest Office to have a refreshment, introduce yourself, and relax in between students.
- \*If your students have any questions or problems, direct them to the contest office, Room 130, where we'll be happy to assist them.

Don't forget to follow us on Facebook for Contest Information. Tell your students

If you have any questions, don't hesitate to call. However, our phone numbers ARE NOT to be given to parents except in the case of volunteers. Due to the large volume of calls, please allow up to 48 hours for a response. We promise to get back to you asap. Our email is: <a href="mailto:imacontestinfo@gmail.com">imacontestinfo@gmail.com</a>.

THANK YOU,

PAT BARTELL & PHYLLIS LICATA IMA CO-PRESIDENTS