

## Outline of NYSSMA Virtual Solo Evaluation Procedure-Teachers

**Please Note: The Original Festival Date determines the schedule below**

- Teacher recommends students to participate in NYSSMA Solo and Ensemble Festival and assists them with choosing appropriate repertoire.
- Before registration, parent/guardian is provided an electronic or hardcopy waiver to sign, allowing student to participate in the NYSSMA Virtual Solo and Ensemble Festival.
- Registration is made available to school music teachers by the Festival Chair for a selected festival through the festival registration program. As in the past, festival registration software will be utilized.
- Student follows school/school district procedure and submits required registration materials to the school music teacher.
- **Six Weeks Before the *Original Festival Date***  
Registration closes.  
**The registration closing date for each festival will be published in the School Music News and on the NYSSMA website.**
- **Three Weeks Before *Original Festival Date***  
The Festival Chair will provide the platform URL address to school music teachers for students to upload their work samples. Teacher will distribute platform information to students and assist students as needed with the digital process. Students login and upload their work samples which include: (task 1- student registration and uploaded copy of music, task 2 - scales, task 3 – solo performance, task 4 – sight reading). Teachers may assist students as needed. Students will have one full week to login to the platform and upload their work samples.
- **Two Weeks Before *Original Festival Date***  
Student work sample upload to the platform closes.  
**The student upload deadline will be published in the School Music News and on the NYSSMA website.**
- **Two Weeks After the *Original Festival Date***  
The school/school district will have access to completed evaluations on the platform. Teachers review evaluation results with students and print copies as needed.