

### ❖ **CERTIFICATION** (See Section VIII for Certification information.)

National (MTNA) Certification Fees: All payment for MTNA Certification may be made online or by check payable to MTNA. Keep a copy of all forms for your personal records. Applications take from six weeks to two months to process.

### ❖ **HANDBOOK**

The handbook is found online at [www.pmtnm.net](http://www.pmtnm.net). Revisions and additions are posted on line. Teachers are encouraged to visit the website often to keep current.

### ❖ **MAILING ADDRESS LABELS**

- A. Labels containing the addresses of current PMTNM members may be purchased from the PMTNM Advertising Manager. See Section I of this Handbook for address.
- B. Cost of 1 set of mailing address labels is \$35.00 with payment to be sent Executive Secretary-Treasurer. Make check payable to PMTNM.

### ❖ **MTNA YOUNG ARTIST PERFORMANCE COMPETITIONS**

(See Section IX)

- A. Rules and registration information is found online at [www.mtna.org](http://www.mtna.org) under the link competitions.
- B. Teacher dues must current.

### ❖ **MTNA JUNIOR/SENIOR PERFORMANCE COMPETITIONS**

(See Section IX)

- A. Rules and registration information is found online at [www.mtna.org](http://www.mtna.org).
- B. Teacher dues must current.

### ❖ **STUDENT COMPOSITION CONTEST**

(See Section IX)

- A. Rules and registration information is found online at [www.mtna.org](http://www.mtna.org).
- B. Teacher dues must current.

### ❖ **MTNA-PMTNM COMPOSITION COMMISSIONING**

(See Section X)

- A. The Music Teachers National Association will pay one-half of the commission, up to a set amount.
- B. The administration of the program will be governed by the PMTNM Executive Committee. The actual commissioning of a work will be based by budgetary constraints.

### ❖ **MTNA/PMTNM MEMBERSHIP DUES**

- A. All payment for MTNA dues may be made online or by check payable to MTNA. Fiscal year is July 1 to June 30.
- B. New members may join on line at [www.mtna.org](http://www.mtna.org) with a major credit card.
- C. Seniors: Effective with the 2001-2002 membership year a discount of 25% on national dues was granted to members 70 years of age and older. One does not have to be a member for five consecutive years to obtain the discount rate.
- D. A student member may email or call National Headquarters to apply.

### ❖ **STUDENT ACTIVITIES DAY REGISTRATION FEE**

The Student Activities Day Registration Fee entitles the student and his/her family to attend all State Conference events. This fee is included on the PMTNM Conference Student Registration Form which is sent by the teacher to the PMTNM Executive Secretary-Treasurer prior to the conference.

### ❖ **STUDENT HONORS (See Section IX)**

- A. At the local level checks are made payable to the District and sent to the District Student Honors Chair. Each District sets the entry fee to cover the costs of the auditions. A predetermined portion of this fee is sent by the District to the State Student Honors Chair. It is required that state fees be collected from first place winners at the close of the District Auditions.
- B. State Auditions: All entrants pay in one check the Student Day Registration Fee plus the State Honors Fee.

### ❖ **PERFORMANCE EVALUATION PROGRAM: PEP (See Section IX)**

- A. Checks are made payable to PMTNM. They are collected by the local PEP Chair and sent to the State PEP Chair.
- B. Each entrant pays the current fee, regardless of performance level. (There are no entry fees for ensemble members or accompanists who perform with a PEP participant but are not themselves receiving a PEP rating).
- C. PEP judges submit a required form to the State PEP Chair for receipt of judging fees and travel expenses.