

*MSMTA Music Theory Testing Program
Information*

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- **PLEASE NOTE THAT REGISTRATION IS ONLINE ONLY.**

 - Checks and printed forms should be received **within two business days** after the deadline. Fees are \$15 per level. Please mail to:

LORI McCARTHY, 3607 Dunlop Street, Chevy Chase, MD 20815

Please send *all* pages of the printed form, including the student list and signature page.

 - The online registration as of the deadline is the official list and the amount printed on the form is what is owed. **Please do not delete amounts.** Teachers may edit or delete students online from the list before the deadline has passed.

 - Handwritten changes or requests on the online form will not be acknowledged. Any requests regarding scheduling must be forwarded directly to local chairs.

 - **Work requirements: 1-20 students, up to 4 hours; 21+ students, up to 8 hours**

 - Participating teachers who transfer students to another center may be required to assist at that center. Teachers must check with the chair of the center to which a transfer is requested to see if there is space.

 - By submitting the online application, the participating teacher agrees with all rules governing this event and understands that he/she **must** be available to assist with this event or provide a substitute who is a member of MSMTA. The teacher understands that his/her students will be declared ineligible to participate in this event if this rule is violated. Please do not request exceptions to this requirement.

 - Please see page 4 of *the Comprehensive Guide to Musicianship* for rules pertaining to the Theory Testing Program.