

# Music Teachers' Association of California

833 Market Street, Suite 900, San Francisco CA 94103, 800 834-3340 (CA only) or 415 978-9668  
www.mtac.org

## POINT FORM – MEMBERSHIP APPLICATION ON POINTS

### PURPOSE OF THIS FORM:

- 1) To allow applicants without a music degree the opportunity to show they have the background equivalent of a music degree. This fulfills the membership requirements of Article III, Section 4 of the MTAC State Bylaws:

Active Membership shall be granted to qualified music teachers who have a Bachelor degree in Music degree from an accredited institution, or the equivalent thereof, indicating a major or concentration in the instrument they teach, and who are actively engaged in the profession of teaching music with a minimum of two years of music teaching experience.

- 2) To allow applicants who are close to meeting the membership qualification of the MTAC to join as Provisional members.

**Important:** To enroll in CM or other MTAC events, new applications must be accurately completed and submitted to the state office on or prior to the appropriate application deadline. Please see the current Membership Application Schedule for exact dates.

### APPLICANT INFORMATION

**Have you ever been a member of MTAC? No \_\_\_ Yes \_\_\_**

If you answered yes, you may not use this form. Please file a [Reinstatement Form](#).

#### GENERAL INFORMATION:

<b>Please answer each question:</b>			
Ms. Mrs. Mr. Dr.	Full Name: First, Middle, Last		
If different, please list name as you would like it listed in the MTAC Directory			Date of Birth
Mailing Address (Include apartment number, if any)	City	Zip	Phone Number
Email Address	Alternate Number (if any)		

#### BRANCH INFORMATION:

<p><b>Branch Membership:</b> When joining the MTAC, you have the option to have Branch Membership. The primary advantages of Branch Membership are as follows:</p> <ol style="list-style-type: none"> <li>Being part of a local group of like-minded professionals in your region.</li> <li>Being able to participate in Branch Activities and Programs.</li> <li>Being able to participate in State Programs that require Branch Membership (Certificate of Merit and VOCE.)</li> </ol> <p>Note: There is an additional annual fee set by each individual branch.</p> <p>In this section, please indicate whether you wish to join a branch and if so, which branch you would like to join. Important: If you teach in another region separate from where you live (some teachers teach in venues over 60 miles from where they reside), please note this on the application form in the appropriate section.</p>	
<p><b>Choose whether you would like to join a branch or become a Member-At-Large</b></p> <p><input type="checkbox"/> I would like to join a Branch of the MTAC (fee)      <input type="checkbox"/> I would like to be a Member-At-Large (do not join a branch)</p>	
<p>Optional: If you would like to join a Branch of the MTAC, please list your preferred branch:</p>	
<p>Do you teach the majority of your students in a region outside of your mailing address? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>If you teach outside your mailing address, please list the full address of this location (please include city/state/zip):</p>	

# APPLICANT INSTRUCTIONS:

## Step One

Choose whether you are applying with a Major Instrument *or* a Major Subject (Composition or Music Technology.) Whichever you decide, you must earn a minimum of 30 points in one of these two areas. While you can earn points in both categories toward the cumulative total, you cannot combine both areas to reach the 30 points minimum requirement.

**Choose only one and write in the specialty:**

Major Instrument: \_\_\_\_\_

Major Subject: \_\_\_\_\_

## Step Two

Fill out the rest of this form, **carefully reading the instructions for each section.** If you run out of room on the form, please attach a separate piece of paper labeled by section. It is your responsibility to provide the State Office all necessary documentation (official transcripts, letters, etc.) verifying each point, organized by section.

**Note: If foreign transcripts are to be used to verify points claimed on this form, a Foreign Credential Evaluation or other acceptable document is required. Please contact the State Office for additional information.**

**\*Important Note on Music History, Music Pedagogy, and Music Theory:** These requirements are academic in nature, requiring University equivalent instruction. Stating that you studied these subjects in your private music instruction will not count for points. If, however you have the necessary background knowledge for these subjects, the MTAC allows approved Provisional Members to demonstrate classroom equivalency through CalPlan tests.

**\*Theory Guidelines:** A major component of any college curriculum in music is music theory. For Music Majors, theory is typically taught through a sequence of courses usually comprising two years. They may be named any number of titles.

At accredited colleges/universities, these sequential courses encompass harmony, melody, texture, rhythm, form, musical analysis, etc. Musicianship skills such as ear training, sight singing, and sometimes keyboard harmony are included as part of the theory curriculum. There, however, are differences in how universities choose to teach them. Some incorporate the musicianship skills and theory into one single class. Others will split them into one or two separate musicianship courses that are to be taken concurrently with the main theory class. For this reason, musicianship classes such as ear training or keyboard harmony do not count for points on this form. For students at universities that split the musicianship classes from the classroom theory courses, it will be assumed they passed the respective musicianship courses.

## Step Three

Before sending this application for review, please confirm the following items and sign below.

- I. I verify that I will provide written verification for every point claimed on this form.  Yes  No
- II. I verify that I have contacted the necessary academic institution(s) and have arranged for any necessary official transcripts to be sent directly to the MTAC State Office.  Yes  No
- III. I have read and agree to abide by the bylaws and code of ethics of the Music Teachers' Association of California.  Yes  No
- IV. I declare that I have filled this form out accurately and truthfully to the best of my ability. I understand that the MTAC may verify this information, and that untruthful or misleading answers are cause for rejection of this application.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please send completed application, all necessary documentation, and payment to:

**833 Market Street, Suite 900  
San Francisco, CA 94103**

-----OFFICE USE ONLY-----			
State Dues	\$ _____	Date received in State Office	_____
Branch Dues	\$ _____	State Board Approval Date	_____
State Application Fee	\$ _____	State Membership Secretary	_____
Total	\$ _____	Branch Board Approval	<input type="checkbox"/> Yes <input type="checkbox"/> No
Member ID Number:	_____		

## Section 1A: Major Instrument Instruction

A minimum of 30 points in Section 1A or 1B is required for Active Membership.

Points may be earned in the following categories:

### A. Private Study

**Points: One year = 6 points; Semester course = 3 points; Quarter course = 2 points**

Points may be earned through the private study of an instrument.

- To count for credit, the private instruction must be through University/College Enrollment, post university instruction, or from the 11th and 12th grade of high school. **Instruction before the 11th grade (or equivalent) will not count for points.**
- If the instruction is not verified by academic transcript, written verification of instruction and level of accomplishment is required. Instruction that is not of a "reasonable" level of advancement will not be accepted for credit.

Teacher or School	Dates of Instruction	Source: Transcript or Written Verification	Points

### B. Recitals

**Points: Full-length (60 minute minimum) = 6 points; Half-length (30 minute minimum) = 3 points**

Points may be earned for a half-length or full-length recital. If not verified by academic transcript, a copy of the program is required along with verification of instructor at time of recital.

Note: Some universities give "recital" credit for creating a "professional" quality recording. Recordings may receive recital credit only under this specific circumstance.

Location of Recital	Date of Recital	Source: Transcript or Written Verification	Points

### C. Instructional Ensemble

**Points: One year = 2 points; A maximum of 20 points can be earned in this category.**

Points may only be earned through enrollment in an ensemble at an Academic Institution. This includes large ensembles, chamber ensembles, and accompanying. Instruction before the 11th grade (or equivalent) will not count for points.

Ensemble	Dates of Instruction	Source: Transcript or Written Verification	Points

## Section 1B: Major Subject Instruction: Composition or Music Technology

A minimum of 30 points in Section 1A or 1B is required for Active Membership.

Points may be earned in the following categories:

### A. Instruction in Composition or Music Technology

**Points: One year = 6 points; Semester course = 3 points; Quarter course = 2 points**

Points may be earned through the private study and academic study of a subject.

- To count for credit, the private instruction must be through University/College Enrollment, post university instruction, or from the 11th and 12th grade of high school. **Instruction prior to the 11th grade (or equivalent) will not count for points.**
- If the instruction is not verified by academic transcript, written verification of instruction and level of accomplishment is required. Instruction that is not of a "reasonable" level of advancement will not be accepted for credit.

Teacher or School	Dates of Instruction	Source: Transcript or Written Verification	Points

### B. Recitals

**Points: Full-length (60 minute minimum) = 6 points; Half-length (30 minute minimum) = 3 points**

Points may be earned through for a half-length or full-length recital featuring original compositions. If not verified by academic transcript, a copy of the program is required along with verification of instructor at time of recital.

Note: Some universities give "recital" credit for creating a "professional" quality recording. Recordings may receive recital credit only under this specific circumstance.

Location of Recital	Date of Recital	Source: Transcript or Written Verification	Points

## Section 2: Music History

A minimum of 6 points is required for Active Membership.

**Points: Semester course = 3 points; Quarter course = 2 points**

Only University/College courses count for credit in this category. All courses must be intended for Music Majors. Repeated takings of the same course do not count for additional credit.

Examples of acceptable courses: Musicology, Music History, Music Literature, Period Performance Practice

Examples of non-eligible courses: Music Appreciation, Introduction to Music or any other course intended for non-majors. This specifically includes classes that do not count for credit for students majoring in music.

School	Date of Course	Name of Course and Course Number	Points



## Section 5: Other Music Courses

**Points: Semester course = 3 points; Quarter course = 2 points**

Only University/College courses count for credit in this category. All courses must be intended for Music Majors. Repeated takings of the same course do not count for additional credit.

Examples of acceptable courses: Conducting, Improvisation, Music Industry, Other Instruments (class, ensemble, private)

School	Date of Course	Name of Course and Course Number	Points

## Section 6: Music Related Courses

A maximum of 24 points can be earned in Section 6.

**Points: Semester course = 3 points; Quarter course = 2 points**

Only University/College courses count for credit in this category. Repeated takings of the same course do not count for additional credit.

Accepted Areas: Dance, Drama, Foreign Language, Psychology

School	Date of Course	Name of Course and Course Number	Points

## Section 7: Professional Teaching

A minimum of 10 points is required for Active Membership.

A maximum of 75 points can be earned in Section 7.

**Points: One year = 5 points; Half year = 2.5 points**

Applicant must provide written documentation. Letters from students/parents stating inclusive months/years of study, recital programs showing dates/applicant name, and letters from employer are examples of documentation.

Location	Dates	Description (Private, Faculty Position, Etc)	Points

## Section 8: Professional Music Performance

**Points: One year = 2 points; Half year = 1 point**

Points are given for each year the applicant worked in a professional capacity as a soloist, group performer, director, etc.

Applicant must provide written documentation. Programs showing dates and repertoire are an example of documentation.

Dates	Description of Professional Music Performance	Points

## Section 9: Professional Publishing

**Points are determined by MTAC Review.**

Points are given for music articles, compositions, books, etc., written by the applicant.

Applicant must provide examples of work for evaluation. Points will be granted after review.

Date of Publication	Description of Publishing	Points
		TBA
		TBA
		TBA
		TBA
		TBA

## Section 10: Non-Music Degrees or Teaching Certificate

Only one of each type of degree can count for points. For example, one cannot count two bachelor or two master degrees.

Applicant must provide a copy of the diploma for each degree listed.

Degree	University/College	Points
Bachelor or Foreign Equivalent = 30		
Graduate (Masters or Doctorate) or Foreign Equivalent = 15		
Associate or Foreign Equivalent = 15		
Music Teaching Certificate, <sup>1</sup> MTNA Professional Certification or DipABRSM <sup>2</sup> = 7		

<sup>1</sup>Music Teaching Certificate: These are granted by a handful of colleges and other academic institutions. While not equivalent to an AA degree, it provides a basic teaching foundation for those pursuing careers in music teaching.  
<sup>2</sup>DipABRSM = Diploma of The Associated Board of the Royal Schools of Music

<b>TOTAL POINTS: PLEASE ADD UP TOTAL POINTS EARNED</b>	
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### Checklist Instructions

- **Active Member Checklist:** If you are applying for active membership, please verify each section of this Checklist
- **Provisional Checklist:** If you are applying for provisional membership, please fill items for this checklist

### Active Membership Checklist

Active Membership Requirements (ALL of these must be met for Active Membership.)	Yes	No
Major Instrument ( Section 1A) <i>or</i> Major Subject (1B): Requirement = 30 points		
Music History (Section 2): Requirement = 6 Points		
Music Pedagogy (Section 3): Requirement = 6 Points		
Music Theory (Section 4): Requirement = 12 Points		
Professional Teaching (Section 7): Requirement = 10 Points		
Total Minimum Required Points for Active Membership = 138 Points		

**If the answer is yes to ALL of these questions, the applicant is eligible for Active Membership.**

### Provisional Membership Checklist

<p><b>An applicant is eligible for Provisional Membership with at least 102 total points and at least 12 points in a Major Instrument or Subject.</b>                      If granted provisional membership, the applicant would have three years to complete the necessary requirements for Active Membership.</p>		
<b>Does the applicant have at least at total of 102 points?</b>		
<b>Does the applicant have at least 12 points in a Major Instrument or Subject?</b>		

**If the answer is yes to ALL of these questions, the applicant is eligible for Provisional Membership.**