



MUSIC TEACHERS' ASSOCIATION *of* CALIFORNIA®

833 Market Street Suite 900 • San Francisco, CA 94103 • 800-834-3340 • Fax: 415-978-9695 • www.mtac.org

Excellence in Music Education • Incorporated 1897

CAL PLAN MEMBERSHIP APPLICATION FORM & INSTRUCTIONS

APPLICANT ELIGIBILITY

Cal Plan Membership is open to those persons who do not yet meet the qualifications for Active Membership, but have qualified for enrollment in MTAC's Cal Plan program with the intention to fulfill requirements for Active Membership within a four (4) year time period. Applicants must have at least 2 years' teaching experience with a roster of students currently taking lessons.

Cal Plan is for applicants who **do not possess a U.S. Bachelor's Degree in Music** and **do not qualify for Provisional Membership** (i.e. do not have any college education or college-level music training), but who wish to qualify for Active Membership in MTAC through the Cal Plan program.

If the Cal Plan Membership criteria listed above does not apply to you, MTAC has other classes of membership that may apply for which you need a different application form. Please see www.mtac.org to find the class of membership that best fits your situation, or contact the MTAC State Office.

Cal Plan Membership Applications period is from September 1 through September 30 only.
Applicants who miss the September 30 deadline must wait until the following September to re-apply.

APPLICATION INSTRUCTIONS

- 1. Applicant Information.** Please complete each question and print or type clearly. Incomplete or illegible applications will not be considered and will be returned.
- 2. Primary Instrument.** A Primary Instrument is the instrument that the applicant intends to teach professionally as a member of MTAC, and for which the applicant has demonstrated as an area of focused study. The Primary Instrument must be eligible for participation in Certificate of Merit: *Piano, Violin, Viola, Cello, Flute, French Horn, Oboe, Clarinet, Saxophone, Bassoon, Baritone/Euphonium, Voice, and Harp*. List only one Primary Instrument. If you have studied with an MTAC-member teacher, please list where indicated.
- 3. Branch Membership.** Applicants who join MTAC must also join a local MTAC Branch for an additional fee in order to participate in the Certificate of Merit® program. You may wish to join the Branch closest to where you teach or live. However, MTAC cannot guarantee the closest Branch as some Branches have a maximum membership limit. In the event the Branch you request is full, MTAC will assist you in locating another nearby available Branch. A list of Branches is available online at www.mtac.org > About Us > Branches.
- 4. Cal Plan Program of Study.** In order to complete the Cal Plan program, applicants must:
 - Pass 6 written music knowledge examinations
 - Take 36 hours of private lessons with a qualified music teacher
 - Enroll 2 students in the Certificate of Merit program over two consecutive years for which they both must pass each year
 - Enroll 2 students in one Branch-sponsored recital or performance
 - Attend 2 MTAC Annual Conventions, for 8 hours at each Convention (with minimum of 3 required master-classes or lectures)
 - Attend 20 hours of music education through workshops, classes, seminars, master-classes, pedagogy at Convention or outside of Convention

5. **Auditions.** In order to become a Cal Plan member and enroll in the Cal Plan program, all applicants must pass a performance Audition in the applicant's listed instrument first. Upon receiving this membership application, MTAC will send applicants a copy of the *Cal Plan Syllabus*, which explains the requirements of the program, and also a *Repertoire List*, so that applicants can start preparing for their Audition.
6. **Audition Application Form.** Applicants must submit a *Cal Plan Audition Application Form* no later than **November 30**. (Forms are available from MTAC State Office or online).
7. **Written Music Examinations.** Cal Plan members must pass 6 written music knowledge examinations in the areas of music theory, music history, and music pedagogy. MTAC will provide Cal Plan members with a Study Guide to help members prepare for each examination. For more information, see the *Cal Plan Syllabus*.
8. **Convention.** Cal Plan members must attend at least 2 Conventions, and attend 8 hours at each Convention. Within those 8 hours, a minimum of 3 pre-approved master-classes and lectures must be attended per Convention. For more information, see the *Cal Plan Syllabus*.
9. **Music Education.** Cal Plan members must complete 20 hours of music education through music or pedagogy workshops, seminars, master-classes, lectures, or sessions sponsored by colleges, universities, commercial or non-profit music/arts-related organizations, at Convention or outside of Convention. The 20 hours of music education do not include the first 8 hours required at Convention. However, after the first 8-hour requirement has been met, any additional hours attended at Convention that qualify for music education credits will be counted. Showcases and Artist Recitals are counted up to a maximum of 4 hours. Student Recitals do not count.
10. **Certificate of Merit Evaluations.** Certificate of Merit Evaluations occur between February and April each year. Student enrollment deadline is on October 31 preceding the Evaluations period.
11. **Fees.** The Application Fee is \$50.00 and is non-refundable. Membership dues for Cal Plan are a combination of the State fee which is \$110.00 and the applicable Branch fee (for a list of Branch fees, go to www.mtac.org. > Join > Other Application Information > Fees and Dues). You must submit all of the foregoing fees along with this Cal Plan Membership Application form in order to be considered for membership.

Fees are payable by check or credit. If by check, make payable to "MTAC." If by credit card, please ensure number and account are valid. Declined or invalid credit card payments will not qualify for program deadline requirements. Applicants who do not pass the Audition will be returned the membership fee, unless the Applicant wishes to re-Audition. Audition fees are non-refundable.

12. **Signature.** By signing the Application Form, applicants agree and certify that all information provided is truthful and accurate. If any statement an applicant has made is found to be false, the applicant's membership may be terminated immediately regardless of time elapsed before discovery. By signing, applicant also agrees to abide by the terms of Cal Plan, in addition to the *MTAC State Bylaws*, MTAC's policies and procedures governing MTAC programs, and the Bylaws of the applicable Branch.



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CAL PLAN MEMBERSHIP APPLICATION FORM

Please send completed form and payment to: MTAC Membership, 833 Market Street, Suite 900, San Francisco, CA 94013. Incomplete applications will be returned.

APPLICANT INFORMATION

Full name (First, Middle, Last)			
List name as you would like it to appear in MTAC Directory, if different from above:			Date of Birth:
Address (include apt #, if any)	City	State	Zip Code
Email	Phone		Alt. Phone

PRIMARY INSTRUMENT

Please list one Primary Instrument (must be Certificate of Merit eligible). If you studied with an MTAC-member teacher in your Primary Instrument, please list if applicable:

Instrument	Teacher (full name)	MTAC Member (Y/N)	Dates of Study (years)

BRANCH INFORMATION

If you pass the Audition and are enrolled in the Cal Plan program, MTAC will assign you to a Branch based on your below-listed preference and availability. Please be aware that some Branches have maximum membership numbers and may not be accepting new members. In such cases, MTAC will assign a Branch that is located near to your listed preference. Please list the Branch that you would like to join: _____.

APPLICANT'S AGREEMENT

By completing and signing the below, I verify that the following information is accurate, correct, and true. I understand and agree that any information I have provided that is found to be false or misleading shall result in immediate termination of membership. By joining as a Cal Plan Member, I agree to commit to the Cal Plan program of study and to abide by its terms, policies and procedures. By joining as a member of MTAC, I agree to be subject to, and abide by, the MTAC State Bylaws, the applicable Branch Bylaws, and the policies, procedures, or rules established by MTAC as related to my participation in MTAC programs. I understand and agree that application materials submitted become the property of MTAC and will not be returned.

Signature: _____ Date: _____

By providing credit card information below, you authorize payment of all applicable fees (AMEX not accepted):

Credit Card # _____ Expiration Date: _____

		OFFICE USE ONLY	
Application Fee	\$ _____	Check \$ _____	Returned? _____ Date Received _____
State Dues	\$ _____	Check # _____	State Approval Date _____
Branch Dues	\$ _____	TOTAL DUE: \$ _____	ID# _____ Acceptance Date _____