



# 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

## STUDENT MEMBERSHIP APPLICATION FORM

This application form is *only* for students who are currently enrolled in a Bachelor's Degree program in **Music** and who do not qualify for Active Membership. *If you have already earned a Bachelor's Degree in Music or the equivalent, you are not eligible for Student Membership. If you are not eligible for student membership, you must use the appropriate application form as described below:*

<i><b>If You:</b></i>	<i><b>Please Use This Form:</b></i>
Have a foreign diploma or degree in music equivalent to a US Bachelor's Degree or higher	<i><b>Foreign Diploma Application Form</b></i>
Do not have a Bachelor's Degree or higher in Music, and are not currently pursuing one	Please refer to " <i><b>How to Join MTAC without a Degree in Music</b></i> " at mtac.org or contact the MTAC State Office for information.
Wish to join as a business or school	<i><b>Business Affiliate Application Form</b></i>
Have a Bachelor's Degree in Music from a U.S. institution	<i><b>Active Membership Application Form</b></i>
Have been a member of MTAC previously	<i><b>Reinstatement Application Form</b></i>

### **The MTAC Bylaws define Student Membership as follows:**

**Student Membership** shall be open to all students currently pursuing a Bachelor degree in Music or equivalent thereof as established by the State Board of Directors, at an accredited college institution. Student Members do not have the right to vote and are not eligible to hold State or Branch office. Student Members are eligible to participation all State programs, and may be eligible to participate in Branch programs upon Branch approval. Membership in this class shall not exceed a period of four (4) consecutive years. If the Student Member needs additional time to fulfill the requirements, the Student Member must apply in writing to the State Membership Secretary for a two-year extension. If the Student Member needs more time past this initial two-year extension to fulfill the requirements, the Student Member may apply for another two-year extension and again must apply in writing to the State Membership Secretary. Any extension requests will be presented to the State Board of Directors for consideration of approval. Student membership automatically terminates upon the Student Member fulfilling the qualifications required for Active membership, at which time the Student Member may apply for change of status as provided in Article IV, Section 19. (Article IV, Section 6):

## **INSTRUCTIONS**

- 1) Please complete each question and print or type clearly; ***incomplete applications will be returned.***
- 2) **Academic Institution Information:** List the degree program in which you are currently enrolled, including instrument or emphasis. To qualify, current coursework must be intended and designed for a Bachelor's Degree in Music at an accredited college or university
- 3) **Primary Instrument/Subject Information:** List the instrument or subject you wish to list as your Primary Instrument or Subject; the Primary Instrument or Subject must correspond to your major.
- 4) **Branch Membership:** Applicants have the option of joining a local Branch. While you may wish to join "At Large" (no Branch), Branch membership is mandatory for **Certificate of Merit** and many programs. Please indicate if you wish to join a Branch and if so, which Branch. To locate nearby Branches, you may use the online "**Branch Locator**" at mtac.org. *Please note that there is an additional annual fee set by each Branch.* The "**MTAC Fees and Dues List**", available at mtac.org, lists all fee information.

### *Branch Membership privileges include:*

- Eligibility for State Programs that require Branch Membership (***Certificate of Merit*** and ***VOCE***).
- Eligibility for Branch activities and programs.
- Being part of a local group of like-minded professionals.

- 5) **Official Transcript or Letter:** Official transcripts must be sent directly to MTAC from your college/university. *The transcripts should show that you are currently amusic major, or are taking coursework leading to a Bachelor's Degree in Music.* For newly admitted students, please submit a signed letter from the Chair of the Music Department, or other appropriate college/university representative, verifying your major. The letter must be on college letterhead and include your major instrument or subject.

**PLEASE NOTE**

- ◆ MTAC is unable to accept electronic transcripts or student copies (*even if they are in a sealed envelope*) ◆

- 6) **Signature:** By signing this form, you confirm that all information provided is *truthful and accurate*, and that you agree to abide by the MTAC State Bylaws and Code of Ethics and the Bylaws of the Branch you choose to join.
- 7) **Send Your Completed Application and Payment to the MTAC State Office, including:**
- Completed and signed application form
  - Credit card payment or check payable to “MTAC” with the correct total amount - *State Dues, plus applicable Branch Dues, plus the non-refundable Application Fee – Incorrect payments will be returned*; please see “**Fees and Dues List**” at mtac.org for correct fees. *We do not accept post-dated or temporary checks without printed name and address. Credit cards that are declined or invalid will not qualify for deadline requirements.* If paying by credit card, please ensure that the number and account is valid.

**IMPORTANT NOTICE REGARDING CERTIFICATE OF MERIT  
AND OTHER STATE MTAC PROGRAMS**

To be eligible for *Certificate of Merit* and other MTAC programs, this application and all supporting documents, including official transcripts, **must be accurately completed and submitted** to the MTAC State Office by the appropriate deadline (**July 31<sup>st</sup> for Certificate of Merit; October 15th for most other State Programs**; please refer to the “MTAC Membership Application Schedule” at mtac.org for all deadlines).

*If you are applying close to the deadline, we recommend that you expedite mailing and confirm that all materials are received by the above dates. MTAC cannot make exceptions for materials that are late or lost in the mail.*

**Applications and/or payments that are completed incorrectly will be returned;** correct forms and payments must be submitted by the required deadlines.

Applicants are responsible for ensuring that valid payments are made by the deadlines. *Declined or invalid credit cards or checks will not qualify for deadlines.*

All application materials submitted become the property of MTAC and will not be returned.

**ADDITIONAL INFORMATION ON STUDENT MEMBERSHIP – FOR FUTURE STUDENT MEMBERS**

- ◆ *Ongoing Student Membership requires submission of official transcripts to to the MTAC State Office at the end of each academic term (semester or quarter) to verify current university enrollment.*
- ◆ *Upon the completion of your Bachelor's Degree or non-enrollment in a college or university in pursuit of a music degree, you must inform the MTAC State Office immediately.*

# STUDENT MEMBERSHIP APPLICATION FORM

Have you ever been a member of MTAC? ☐ Yes ☐ No If "Yes," you may not use this form. Please use a Reinstatement Form.

## GENERAL INFORMATION

(please type or print clearly; incomplete applications and/or payments will be returned)

Ms. Mrs. Mr.	Full Name as listed on academic transcripts: First, Middle, Last		
Please list name as you would like it to appear in the MTAC Directory, if different :			Date of Birth
Mailing Address (include apartment number, if any)		City	State
			Zip Code
Email	Telephone		Alt. Telephone

## INSTITUTION INFORMATION

Please list all degrees in music in progress			
School Name and Location	Instrument or Subject	Degree Pursued	Est. Graduation Date
If enrolled at a two-year or community college, are you planning to transfer to a four-year institution? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Estimated transfer date:</i> _____		Name of college/university transferring to:	

## INSTRUMENT/SUBJECT INFORMATION

Please list your Primary Instrument or Subject	(only <u>one</u> Primary Instrument or Subject allowed)
Required - Primary Instrument/Subject:	

## BRANCH INFORMATION

Please indicate if you would like to join a Branch		(Branch Fees Apply; Branch Membership is mandatory for CM)
Name of Branch:	<input type="checkbox"/> Member-At-Large (no Branch /fee)	

- I. I verify that I have contacted the necessary academic institution(s) and arranged for official transcripts or other acceptable verification of current enrollment to be sent directly to the MTAC State Office. ☐ Yes ☐ No
- II. I have read and agree to abide by the State Bylaws and Code of Ethics of the Music Teachers' Association of California. ☐ Yes ☐ No
- III. If approved for Student Membership, I agree to have official transcripts sent to the MTAC State Office after completion of each academic term (*semester or quarter*). I also agree to complete at least two (2) music courses as required for the BA/BM degree during each academic year. ☐ Yes ☐ No
- IV. I agree to apply to the MTAC State Office to change my membership status either (1) upon completion of my bachelor's degree or (2) upon discontinuing my studies. ☐ Yes ☐ No
- V. By signing this form, I declare that all the information provided is *truthful and accurate*. I understand that MTAC may verify this information, and that untruthful or misleading answers are cause for rejection of this application.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please send form and payment to: MTAC Membership, 833 Market Street, # 900, San Francisco CA 94103

If paying by credit card, please list card number below (We're sorry, but we do not accept American Express)

Declined or invalid credit card payments will not qualify for deadline requirements. By providing credit card information below, you authorize payment of State and Branch Dues and Application Fee.

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### OFFICE USE ONLY

State Dues: \$ \_\_\_\_\_  
Branch Dues: \$ \_\_\_\_\_  
Application Fee: \$ \_\_\_\_\_

TOTAL DUE: \$ \_\_\_\_\_  
Check # \_\_\_\_\_  
Check \$ \_\_\_\_\_  
Returned? \_\_\_\_\_  
New Payment: \_\_\_\_\_

MTAC ID #: \_\_\_\_\_