

# UIL MUSIC REGION 11 ENTRY PROCEDURES

## SOLO & ENSEMBLE CONTESTS

### ENTRY DEADLINES:

All entries must be submitted online via [www.texasmusicforms.com](http://www.texasmusicforms.com) by the approved deadline date. The Invoice Form 1A **and** check must be received by the Executive Secretary before the designated contest date. No purchase orders, please. [Make checks payable to: UIL Music Region 11.](#)

### LATE ENTRIES:

1. Late entries may be added by paying a late fee of \$10.00 per solo or ensemble member, in addition to the \$10.00 entry fee per solo or ensemble member. For twirling, the late fee is \$25.00 per solo or ensemble member, in addition to the \$25.00 entry fee per solo or ensemble member. Register additional entries via Texas Music Forms.
2. The Executive Secretary may disallow late entries if they create a major disruption to the scheduling and/or management of the contest.

### HOW TO ENTER S & E CONTEST:

Enter via [www.texasmusicforms.com](http://www.texasmusicforms.com). If you enter through Charms, be sure to click on Region 11, otherwise, the entry will not go through. Also, be sure that your profile has been updated correctly on Charms, if you use that site.

1. Register your school. Enter all of your director Info.
2. Piano, guitar, and harp events must enter the STRING Solo & Ensemble Contest. All solos and small ensembles are to be entered on **Form 6**. All percussion events are entered on **Form 7**. Medium Ensembles, including mariachis, are entered on **Form 8**. [ADDITIONAL MARIACHI INFO BELOW.] Twirling events must be entered on **Form 3**.
3. Go to the correct Solo & Ensemble entry section and enter the requested info. There is a place for all pertinent information, and you must fill in every space. Be sure to LIST ALL MOVEMENTS!
4. The program will allow you to create your **Form 1** roster with the students' names that you have entered into **Form 3, 6, 7, and/or 8**. However, please be aware that the individual student's name will appear as many times as he/she actually entered in a particular contest. You cannot override this feature; it does allow us a quick check of how many events each student is participating in. There is no need to send Forms 3, 6, 7, and 8 to the Executive Secretary, as he will print them and have them on-site for the contest.
5. Once you have completed your online entry, you will be able to view your forms, including the Invoice Form 1A. Click on "REVIEW ENTRIES," and print out your Invoice Form

1A to send with your entry fees. Your TOTAL AMOUNT DUE will appear on the Invoice Form 1A.

6. The program generates an automatic confirmation email to you, letting you know that your entries have been submitted. This is your official entry confirmation. We will personally contact you only if we encounter any problems. Note that this confirmation is a feature of the program and is not generated by the Executive Secretary. ***If you do not receive this confirmation, contact the Executive Secretary.***
7. Mail your Invoice Form 1A and your check to the Region 11 Executive Secretary on or before the entry deadline. Checks, payable to *UIL Music Region 11*, must match the amount shown on the Invoice Form 1A. Please do not combine entry fees for more than one contest on one check. However, it is okay to include fees for multiple groups or schools within the same contest. Entries must be postmarked on or before the deadline date. No need to send by certified mail. However, if you prefer to use "Delivery Confirmation" for your peace of mind, feel free to do so.

**PLEASE MAIL TO:**

UIL MUSIC REGION 11  
c/o Fran Badrak  
9185 N Point Drive  
San Antonio, TX 78266

8. You may also send your Form 1, signed by your principal or superintendent. However, you have the option of sending it later if eligibility changes between the entry deadline and the first day of competition. You may also turn in the form the day of the contest by giving it directly to the Executive Secretary/Contest Chairman. If your Form 1 is not on file prior to your participation, all ratings, comment sheets, and awards will be withheld until an official signed copy is presented to the Executive Secretary/Contest Chair.

## ADDITIONAL INFORMATION

- Solo or ensemble titles ***may not*** be changed, unless the Executive Secretary is notified in writing of these changes SEVEN DAYS PRIOR TO THE CONTEST. There is no standard form to make the request; please write a brief email and send it to [uilmusicregion11@gmail.com](mailto:uilmusicregion11@gmail.com).
- ADDING PARTICIPANTS: Forms 3, 6, 7, and 8 should list all participants that you expect to participate, even if there is a question of eligibility at the time of entry. Ensemble members may be substituted prior to the performance of the event, provided that they are not already in two events. Soloists must DNA if they are not eligible.
- ACCOMPANISTS FOR SOLO & ENSEMBLE CONTESTS: In order to avoid scheduling problems, unscheduled overtime for judges, and long waits for student performers, we ask that you add accompanists' names to the entry as you enter your students. This is already required for TSSEC, so please adhere to it with these entries as well. ***PLEASE make every effort to have MULTIPLE accompanists in order to avoid a backlog in a particular contest room.***
- <http://www.uil texas.org/policy/constitution/music/solo-ensemble>

- SMARTMUSIC: If you are currently using a SmartMusic Accompaniment System (or similar system) and plan to use this at your S & E Contest, you need to list SmartMusic as the accompanist on each Form 6. **YOU MUST SUPPLY YOUR OWN AUDIO SYSTEM/DEVICE.**

## HELPFUL HINT!

To verify the accuracy of your entries:

Print a copy of the “Review Entries” from [www.texasmusicforms.com](http://www.texasmusicforms.com).

Post it in your rehearsal room/hall and have the students initial their entries.

## MARIACHI ENSEMBLES

- Enter mariachi ensembles as **medium ensembles** on [www.texasmusicforms.com](http://www.texasmusicforms.com).

*“Mariachi Ensembles shall consist of a minimum of 11 and a maximum of 24 vocalists and instrumentalists with no more than two performers per part.”* Mariachi medium ensembles (event code in parentheses below) will compete in the following categories:

1. Traditional mariachi that conforms to traditional mariachi instrumentation and part distribution **(Code: 900)**
2. Experimental ensemble that demonstrates the mariachi performance tradition but with no requirements in terms of instrumentation and/or part distribution **(Code: 910)**
3. If a Division I rating is received at the UIL Region Solo & Ensemble Contest, the mariachi medium ensemble may participate in the newly-sanctioned **UIL State Mariachi Festival** on **February 21 & 22, 2020**, at The University of Texas Rio Grande Valley in Edinburg, TX.
4. <http://www.uiltexas.org/music/state-mariachi-festival>

THANK YOU for your attention to directions and details as you prepare for UIL Region 11 Solo & Ensemble Contest! Please do not hesitate to contact **Fran** or **Debbie Badrak** at:

[uilmusicregion11@gmail.com](mailto:uilmusicregion11@gmail.com)

and/or

**210-274-6651 and 210-887-6705**