

Student Enrollment Card

-- Print or Type --

(Be sure to fill in below)

Audition Center

City: _____

State: _____

Name of Teacher -- Last Name First:

Street: _____

City: _____

State: _____

Zip: _____

Home Phone:(____) _____

Work Phone:(____) _____

Email Address: _____

The address above is:

() home address or () studio address

Instructions for Teacher

1. Use a typewriter, if possible, when completing this Student Enrollment Card. If one is not available, be sure to print names plainly since your students' certificates will be filled in from information on the reverse side of this card. Be extremely careful! Computer-generated lists are acceptable but must be attached to the Student Enrollment Card.
2. On the reverse side of this card, list name, number of years as national winner, including this year, classification, number of pieces being entered, and dues of each student being enrolled. In listing classifications use: EA, EB, EC, ED, EE, or EF for Elementary; IA, IB, IC, ID, IE, and IF for Intermediate; PA, PB, PC, and PD for Preparatory; CA, CB, CC, and CD for Collegiate; and YA for Young Artist. To enroll in the Jazz classification, write a "J" before the classification and number of pieces. To enroll in the Hobbyist classification, write "H" before the classification and number of pieces. To enroll in the Duet classification, write a "D" before the classification and number of pieces. To enroll in the Ensemble classification, write an "E" before the classification. Highlight Duet and Ensemble programs in yellow. Use ES, IS, PS for "special" classifications. Underscore in red all diploma candidates. Underscore in blue all "Special Medal" programs (Bach, Sonatina, Sonata). (**Certificate changes**, when requested, \$11.50 per student. All changes made by phone, fax or email will be charged \$28.00 per student.)
3. Collect all student dues and enclose the total student enrollment fees (plus \$6.50 shipping & handling fee) in one money order or check. Mail the single check with this card to American College of Musicians, P.O. Box 1807,

Austin, Texas 78767-1807, preferably by February 1. Enrollments received without checks, with unsigned checks, or with post-dated checks will **not** be scheduled until payment is received.

4. Student enrollment begins December 1. Those enrolling before February 1 may make requests for special times. Please make these requests very brief and enroll as early as possible to increase the likelihood of being assigned your requested dates.

Check Correct Box

- Teacher membership dues already **paid**
- Teacher membership dues herewith **enclosed**

Please Indicate Below Your Choice of Time:

First choice: _____

Second choice: _____

Times to avoid: _____

The scheduling chairperson will endeavor to comply with the teachers' wishes whenever possible. Teachers will not be called by headquarters when their requested dates/times are not available.