



# **WorldStrides Heritage Performance Music Festivals**

# **Director's Manual**





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## WELCOME TO WORLDSTRIDES HERITAGE PERFORMANCE PROGRAMS

Since 1980, Heritage Festivals has been providing performance opportunities for student musicians that attract and spotlight the best directors, students, and adjudicators in the country. In 2011, Heritage Festivals, Bowl Games of America, and BGA Performance combined to form the WorldStrides Heritage Performance programs, a name that better conveys the wide variety of performance opportunities available and our mission of enriching students' lives through experiential travel. WorldStrides Heritage Performance programs provide directors, instructors, and students with more unique performance opportunities, more life-changing moments, and more bonding experiences than ever before!

Thank you for choosing WorldStrides Heritage Performance programs. We are excited to be your partner in music education. The Director's Manual is a tool designed to make your festival experience easier and more enjoyable. It addresses everything you need to know, including how the event works, the adjudication process, and much more. Please use the folder pockets to store additional materials with your manual to help keep all relevant information in one convenient location.

### THE HERITAGE PERFORMANCE TEAM

The **Festival Selection Advisor** is your first point of contact, helping you select the ideal performance opportunity and location for your group. This person remains your primary contact every year that you travel with us, and directs you to different in-house specialists that help you with different aspects of your festival experience.

The **Destination Specialist** will focus on the logistical details of your trip. This experienced team of travel experts will coordinate all your travel details, giving you more time to focus on preparing for your performance. The Destination Specialist will help you with:

- Pre-departure information
- Hotel arrangements
- Booking additional, exciting activities for your groups
- Coordinating busing or other transportation needs

The **Air Transportation Specialist** assists you in securing reservations for your group's air travel needs and works closely with your Destination Specialist to ensure that all aspects of your itinerary flow properly.

The **Host Festival Director** welcomes you to the event. This person is also available in the months preceding the festival to answer any questions regarding:

- Your festival
- Equipment needs
- Festival adjudication
- Performance schedule

With more than 40 years of experience, we know that band, choir, and orchestra directors like you are often too busy to deal with the hassle of planning a trip. We have over 450 full-time employees working to serve you and we offer the best performing venues, hotels, and awards ceremonies in the field.

Experience the peace of mind that comes from partnering with WorldStrides Heritage Performance programs. You take care of the music, and we'll take care of the details.

*We dream . . .*

*You believe . . .*

*Together we build a tradition*

## TRIP PREPARATION CHECKLIST

To assist you in making financial plans and preparing the forms we will need to ensure a successful festival experience for your students, we have listed below the dates on which specific payments and documents are due to be received by WorldStrides Heritage Performance programs.

### **1st PAYMENT**

**\$25.00 per participant**

Due 30 days after your initial deposit

### **2nd PAYMENT**

**1/2 of your remaining balance**

Due 90 days prior to travel

### **HOTEL ROOMING LIST**

**Due 60 days prior to departure**

Your final billing will be based on this rooming list according to the number of quad, triple, double, and single rooms you will be using. We will duplicate your rooming list and send it to your hotel for rooming assignments.

### **PERFORMANCE INFORMATION FORMS**

**Due 60 days prior to travel**

### **FINAL PAYMENT**

**Full outstanding balance**

Due 45 days prior to travel (if you register within 45 days of travel, the full amount is due at the time of registration)

We understand that you may not know all potential participants until later in the school year. For students who you are quite certain will go on the trip, please have them and their parents confirm their space by completing the Program Information Form and submitting a \$50.00 deposit. *Please be sure they understand that \$25.00 of their first payment is non-refundable.*

Contact your Destination Specialist at 1-800-223-4367 with questions or to get tips on trip preparation!

**Keep trip preparation in mind. Post this checklist on the bulletin board in your office.**

## PARTICIPANT GUIDELINES

WorldStrides Heritage Performance programs are responsible for making arrangements for all services included in the program. Each participant (and the parents or guardians for participants under 21), by registering online, releases WorldStrides Heritage Performance, its directors, officers, or employees, from any and all claims of any nature whatsoever from any injury, loss, damage, cost, accident, delay, irregularity, or expenses arising out of the performance or operation of a WorldStrides Heritage Performance program, except for any such claim arising out of the negligence or fault of the directors, officers, or employees of WorldStrides Heritage Performance in the scope of their employment.

### Director's Responsibilities in Accordance with Participant Guidelines

1. The director will make room assignments in Director Resources on MyTrip.
2. You and your group are expected to take part in all scheduled activities. Directors and chaperones will make sure that students are present at all activities including any special meals.
3. Impromptu meetings may be called occasionally. Attendance is required at these meetings.
4. Your festival may have a mandatory Directors' Meeting where your attendance is required.
5. Directors and chaperones will make room checks nightly. The director, in accordance with the hotel policy, will set a curfew each night. Most hotels require students to be in their rooms by 11:00 p.m.
6. All participants must be on time for all scheduled departures and activities. Times are listed on your final itinerary.
7. Students are expected to dress in modest and appropriate attire at all times. Revealing or tight clothing for girls and excessively baggy clothing for boys are not permitted.
8. Some festival destinations offer a dance in conjunction with the awards ceremony. At these dances, vulgar or inappropriate dancing will not be tolerated. Directors and chaperones are responsible for monitoring the dance.
9. Participants are responsible for carrying their own luggage.
10. Students are not to leave the hotel without first checking with their director. Students are expected to honor the "buddy system," so that they **never** go anywhere alone.
11. The use of alcohol and illegal drugs is strictly prohibited. Any student caught using either will be sent home immediately at the expense of a parent or guardian.
12. Smoking in buses, hotel rooms, and at all festival activities is prohibited.
13. Vulgar language is not acceptable at any time.
14. The director is responsible for all students from their initial departure until their return home.
15. Positive, appropriate, and suitable behavior is required at all times.

## FESTIVAL DETAILS

### Performance Schedules

Performance schedules will be sent out with the final packet approximately two weeks prior to your festival, provided your final payment has been received. Last-minute changes to the schedule may be necessary and will be communicated to the director by email, fax, or telephone call. Failure to report to all scheduled activities may result in your group not receiving adjudication or an award.

### Stage Crews

Each participating group must provide a stage set-up crew. Your crew will be responsible for set-up though they may be assisted by locally hired stagehands. The crew should be prepared to quickly move onto the stage after the previous group exits. If the crew takes more than the maximum allotted set-up time of five minutes, your onstage time will be cut short. The stage diagram that you fill out in the Performance Information Form on page 19 will be given to you to help you prepare for the set-up process.

### Bad Weather

It is a good idea to keep your buses near the festival site in order to protect students and equipment from bad weather.

*Please note:* In case of rain, parade bands should be prepared to perform a stand-up concert in a sheltered area and be judged on music only.

### Audience Admission

Admission to all festival performances is free for chaperones, family members, and friends of students, except for Festival of Gold and Festival at Carnegie Hall. All groups are encouraged to listen to as many performances of other groups as possible. Audience members are expected to behave appropriately and will not be allowed to enter or exit the auditorium during a group's performance. Please remind your students and their parents to be considerate of each performing group.

### Photography

Photos will be available for purchase after the event.

### Festival Dance

Some festival locations hold a dance where students and chaperones have the opportunity to meet performers from other schools. There will be either a DJ or a band and the dance will end between 10:00 p.m. and midnight, depending on the location. Directors and chaperones must monitor the dance floor and address any instances of inappropriate dancing. If inappropriate dancing becomes an issue, the dance will end.

### Identification

For security purposes, an identification system is used at some festivals. For example, wristbands are used at the New York festival for admission into the awards ceremony. This is to ensure that only WorldStrides Heritage Performance program groups and invited guests are able to enter.

### Instrument Cases

Please leave all instrument cases on the bus unless the WorldStrides Heritage Performance program staff instructs otherwise. At the festival site, no rooms are provided for storage.

### Hotel and Rooming Information

Hotel and rooming information can be found on page five of this manual.

### Rehearsal Space

Each ensemble should arrive at the festival prepared for the adjudicated performance. Most hotels do not allow for rehearsal because of lack of appropriate space and noise constraints as a courtesy to other hotel guests. In some cases, you may contact the hotel directly to inquire about rehearsal space. Additional room rental fees may be charged by the hotel.



## HOTEL AND ROOMING INFORMATION

Directors must submit and finalize their rooming list in Director Resources on MyTrip 60 days before departure. See page six of this manual for instruction on accessing MyTrip.

- Due to continuously changing factors in the hotel's reservation department, hotels are not in a position to pre-assign actual room numbers far in advance of your arrival. However, having your rooming list well in advance allows them to tentatively reserve certain wings or floors for your group.
- Parents and chaperones are welcome to come to the event and will be assigned rooms as requested on the rooming list. Adults usually request double occupancy rooms and are billed at the applicable rate. Please note that some events have higher rates for adult participants.
- Any changes that occur after the rooming list is submitted must be emailed to your Destination Specialist. Changes to the rooming list after the due date may affect your final invoice amount.
- **Please do not contact the hotel directly** unless asked to do so by your Destination Specialist. This may cause confusion with the hotel and result in problems with your stay.
- Because the individual program cost depends on the number of occupants per room, your bill is only an estimate until your rooming list is submitted. The earlier you submit the rooming list, the sooner your group's exact financial expenditure can be determined.

### Incidental Charges

Only adults who leave credit card information with the front desk at the time of check-in will be able to use the phone, room service, or other services. Adult participants are financially responsible for room service, phone calls, and other personal expenses. These charges must be cleared from all room bills prior to departure from the hotel. Please do this the evening before departure. Any expenses not cleared will be charged to the director/school. Students will not be allowed to charge any services to their rooms.

### Curfew

Out of courtesy to other hotel guests and groups, we suggest that the director set a nightly curfew in accordance with hotel policy. Room checks after curfew should be made each night. Groups arriving at the hotel after curfew must check in quickly and quietly. It is the responsibility of the directors and chaperones to supervise their students. The hotel security staff and front desk will have the room numbers of all directors and chaperones in order to contact them about any behavior problems. Schools will be charged for any undue noise or behavior that warrants other hotel guests to check out early or to move rooms.

### Damage

Participants are responsible for damage and/or losses they cause while at the event, including any damage to hotel rooms or public facilities.

### Swimming Pool

If the group's assigned hotel has a swimming pool, directors and chaperones must accompany students to the pool. Do not permit students to go to the pool unattended.

## ONLINE RESOURCES

We are proud to deliver a number of online resources for our directors, travelers, and their families. Instant access to important forms and information will help you organize your planning efforts, enable you to communicate with your travelers, and allow your students flexibility in registering for your program and earning academic credit for their participation.

### Online Registration

All students traveling with your program must complete our online registration process. Simply direct them to the link on [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org). All they'll need to get started is your Trip ID number, which has been given to you by your Destination Specialist. Then, a parent or guardian must complete the registration process and agree to the Terms and Conditions.

Registration is quick and takes only a few moments. As your travelers register, you'll be able to easily complete room assignments, send emails, and post important dates and announcements with your MyTrip account.

### MyTrip

MyTrip is an online community designed to help you communicate with WorldStrides Heritage Performance and your students. MyTrip is a free resource and anyone involved in your program can join. Through MyTrip you can upload photos, share trip details, learn more about your destination, collect emergency contact information, and more.

Create your account once you've received a welcome message from MyTrip. It will have all the information you need to join. Students and their parents can join MyTrip too. They'll receive a welcome message of their own, once their online registration is complete.

### Director Resources

Inside MyTrip is a link to Director Resources. Here you will complete your rooming list and find a number of informative materials that can help you plan and prepare for your program, including a complete list of your registered participants, a copy of your Director's Manual, necessary forms, Discovery Journals, information on professional development points, fundraising ideas and activities, and destination presentations.

### Discovery for Credit

Encouraging your students to join MyTrip is important – it's the only way they can access our Discovery for Credit program. **WorldStrides is the only event provider to offer the amazing opportunity for students to earn a one-semester high school Musical Performance or Sports Performance credit.**

Once your students have joined MyTrip, they just need to click the Discovery for Credit link to get started. Here they'll find all the details they need to register and complete coursework.

### Check out these resources now!

**Online Registration:** click the link at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org)

**MyTrip:** click the link at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org) or go to <http://mytrip.worldstrides.org>

## PROFESSIONAL DEVELOPMENT

As a member of the WorldStrides family, we are able to offer all music educators up to 20 professional development points for a WorldStrides Heritage Performance festival and up to 25 professional development points for the Elite Performance Series. The professional development points are FREE when you attend one of our festivals!

Developed by Amy Westby, our Director of Education and a former teacher and administrator, our professional development program provides all the tools needed to apply for graduate credit and professional development points if your state, district, or school requires supporting documentation. Please note that each state has different requirements. WorldStrides Heritage Performance will guide you through this step-by-step process. Professional development information can be found in the Director Resources section of your MyTrip account. Follow the steps below to reach your professional development goals. Call your Festival Selection Advisor at 1-800-223-4367 for any other questions about how to earn professional development points.

### Pre-festival

- Know the process and requirements for teacher recertification in your state.
- Know your school or district's professional development plan and goals.
- Write a proposal to include educational travel in your professional development portfolio. Use our "How to get started" documents.
- Receive approval from your professional development adviser or administrator to include educational travel in your portfolio.

### During festival

- Keep documentation such as performance programs, ticket stubs, museum brochures, etc., to include in your portfolio.

### Post-festival

- Write a journal entry or summary of your experience in relation to your classroom curriculum. Refer to WorldStrides' sample journal entry.
- Access any required forms from the education tab in Director Resources.
- Follow these steps to request your transcript:
  - Login to your MyTrip account.
  - Click on the professional development/Discovery for Credit link on the left-hand side of the page.
  - Verify the account information and change, if necessary, then hit submit.
  - Your transcript will arrive within two to three weeks.

## ADJUDICATION

The design, development, and implementation of the WorldStrides Heritage Performance program philosophy is strongly influenced by the adjudication panel, whose members represent the national choral and instrumental communities. It is the sincere desire of these adjudicators and the festival staff that all groups receive the kind of positive musical evaluation that will encourage improvement and challenge existing standards of performance. WorldStrides Heritage Performance programs draw on our adjudicators' vast pool of experience and knowledge to constantly enhance the musical and educational value of the festival program.

### TYPES OF ADJUDICATION

Directors may select one of these adjudication types and indicate their choice on the WorldStrides Heritage Performance program Official Registration Form.

1. **Rating** – The group is rated against a national standard according to a 100-point scoring system and receives a WorldStrides Heritage Performance program Award with the rating level earned.
2. **Rating and Ranking** – The group is rated as described above and also ranked with other groups in its classification. The trophy or plaque displays both the award level and placement (1<sup>st</sup> – 3<sup>rd</sup> place only).  
*Please note:* There must be at least two groups within the same category and class to allow ranking.
3. **Comments Only** – The group is fully adjudicated but does not receive a rating or ranking. Groups that receive comments only will receive a Participation Plaque.

### CLASSIFICATION OF FESTIVAL GROUPS

#### Concert/Stage Groups

##### Elementary/Children's Groups (K-12th Grade)

Class C

##### Junior High/Middle School

Class J

##### High School Grades 10-12 (by school enrollment)

Class A 600 or fewer

Class AA 601-1200

Class AAA 1201 + (includes Arts Magnet  
and Performing Schools)

##### College, Community, Church

Class O Open Class

##### Parade Bands (by number of musicians including percussionists)

Class A 60 musicians or fewer

Class AA 61-96 musicians

Class AAA 97 + musicians

##### Auxiliary

Open Class

#### Classifications

- **Moving Down:** Second groups in classifications AA and AAA may move down one class below their main or senior performing groups with the knowledge and approval of the Host Festival Director. Third groups may also bump down one class.
- **Moving Up:** With the knowledge and approval of the Host Festival Director, a high school performing group may move up one or two classifications to compete. Junior high school groups may not move up to any high school classifications to compete.

## TYPES OF FESTIVAL GROUPS

Instrumental	Choral
Concert Band/Wind Ensemble/Symphonic Band Chamber Orchestra String Orchestra Full/Symphonic Orchestra Jazz/Stage Band (No Jazz Combos) Percussion Ensemble Parade Band* <i>* Categories are also available at some festivals for auxiliary groups accompanying parade bands.</i> <b>(minimum size: eight for all groups)</b>	Concert/Mixed/SATB/ A Cappella Choir Women's Choir Men's Choir Madrigal/Chamber Choir Show/Swing Choir Vocal Jazz

## ADJUDICATION INFORMATION

- Friday and Saturday are the festival days. Any additional activities scheduled on these days must be cleared with your Destination Specialist and the Host Festival Director. In some cases, these activities may need to be adjusted to accommodate the performance schedule.
- The finalized festival adjudication schedule will be completed two weeks prior to the festival and is dependent upon receiving your completed Performance Information Form 60 days in advance of your festival day.
- The festival adjudication schedule is **subject to change**. Many festival cities may have performances on Friday from 8:00 a.m. to 10:00 p.m. and on Saturday from 8:00 a.m. to 6:00 p.m.
- A warm-up room will be provided for use prior to the adjudicated performance. There will also be boys and girls bathrooms available for changing.

### Festival Adjudicators

The WorldStrides Heritage Performance program Adjudication Panel is selected by the Adjudication Coordinator to ensure a balanced team. All adjudicators are respected musicians and music educators. It is our policy to utilize both college level and high school level educators. Separate judges adjudicate the instrumental and choral performances, offering digitally recorded comments, as well as a brief verbal critique after each performance.

### Mini-clinic

A special feature of all WorldStrides Heritage Performance program festivals is the mini-clinic. At the conclusion of the adjudicated performance, one of the adjudicators joins the group on stage. The adjudicator conducts a mini-clinic with the group, giving positive reinforcement to the strengths of the group and assisting the group in recognizing performance weaknesses, suggesting positive methods to improve in those areas. Where possible, the judge will have a microphone so that the audience can hear the on-stage clinic. Groups exceeding their allotted stage time may forfeit their mini-clinic in order to maintain the festival schedule.

### Scoring System

Each adjudicator scores on a 0-100 point scale. The scores are then averaged and assigned a rating/award level. The rating/award level will be inscribed on an award and announced at the awards ceremony. Sample score sheets for high school Class AA and AAA can be found in the forms section of this manual.

Ratings for High School Class AA & AAA		Ratings for Junior High School and High School Class A
90-100	Gold Award – Superior	85-100
80-89	Silver Award – Excellent	75-84
65-79	Bronze Award – Good	60-74
50-64	Merit Award – Fair	50-59
Below 50	Festival Award – Poor	Below 50

## INSTRUMENTAL DIVISION

### A. **Concert Groups:** Concert Bands/Wind Ensembles/Symphonic Band, Jazz/Stage Band, and Symphony/String/Chamber Orchestra

#### Music Selections

- Each instrumental group should perform two-three selections. For concert bands, we recommend one selection be a concert march.
- Music selections may be chosen from, but not limited to, the director's state-approved music list, the NBA list, or the WorldStrides Heritage Performance program Suggested Music List that can be found online at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org). **The director must furnish three original sets of measure-numbered scores for each of the selections to be adjudicated.** Duplicated scores of copyrighted music are not acceptable unless the selection is out of print, unpublished, or is on order but not yet delivered. If duplicated scores are used, bring written permission from publisher or supplier.
- Failure to bring scores as described above may result in adjudication with comments only and no final award rating or ranking (parade bands are exempt).
- Please have your school name on each set.

#### Time Allotments

- Actual performance time for all selections must not exceed 15 minutes, not including the five-minute set-up time and five-minute exit time. There is no need to pause after each selection, so please continue at your own pace.
- Warm-ups should not be included in performance time. There is a warm-up room provided for use prior to the adjudicated performance.
- Total time scheduled is 35 minutes including mini-clinic. Groups will forfeit their mini-clinic if they exceed the allotted time.
- Parade and Auxiliary performances are scheduled for 15 minutes of performance time.

#### Evaluation Criteria

- The judges evaluate on the following criteria:
  - Tone quality, intonation, technique, balance, and interpretation
- Sample score sheets for high school Class AA and AAA can be found in the forms section of this manual.
- Groups with adults or directors performing are eligible for **ratings only**.

#### Equipment Provided

- Instrumental: Piano, four timpani, concert bass drum, chimes, xylophone, gong, marimba, and vibes. You must provide sticks, mallets, and all other percussion equipment.
- Jazz bands: Piano, three microphones, trap set, and bass amp (you must provide your own guitar amp, sticks, and mallets).

### B. **Percussion Ensembles**

#### Music Selections

- Each ensemble should perform two-three selections. At least one selection should include a part for a mallet percussion instrument such as bells, xylophone, marimba, vibes, and/or timpani.
- Selections should be chosen from the director's state-approved music list for percussion ensembles (any level) or a comparable composition at the director's discretion.
- Marching percussion cadences, warm-ups, or halftime show music should not be part of the performance.
- **The director must furnish three sets of measure-numbered scores.**

## C. Parade Marching and Parade Review

### Performance Details

- The judging area will be 100 yards in length. The mid-point and finish line of the judging area will be indicated.
- Bands will approach the judging area and will be met by the starter (parade official).
- The starter will instruct the drum major to proceed through the judging area. Sometimes, the starter may instruct the drum major to hold to allow the preceding band time to clear the judging area or to allow the judges time to complete scoring of the preceding band. In either case, the drum major must adhere to the instruction of the starter.
- Judging will begin when the first member of the unit crosses the starting line.
- There is a five-point penalty if any member of the band is set up in the judging area.
- There is a one-point penalty per occurrence if the band does not continuously move forward through the judging area once the band is given the signal to proceed.
- There is a one-point penalty per occurrence if a cadence of 120 is not used.
- If a band is instructed by the starter to hold in the pre-judging area, it will have 30 seconds to resume forward motion once the signal to proceed is given to the drum major. There is a penalty of 0.1 per second over the 30-second allowance.
- Judging will end when the last member of the unit crosses the finish line.
- The reviewing stand is usually positioned to the band's right and will be located at the mid-way point of the judging area. Any changes will be sent to you in your final packet or explained at the Directors' Meeting.
- The drum major is **required** to salute the reviewing stand. There is a one-point penalty for failure to salute.
- Bands should be playing as the first member of the band crosses the starting line and should continue playing until the last member of the unit crosses the finish line.

### Scoring

Musical Performance	40 points
Marching Performance	30 points
General Effect	<u>30 points</u>
Total	100 points

### Parade Awards

- Trophies: Every band (that did not choose to receive comments only) will receive an award with an engraved rating. The awards will also show 1<sup>st</sup> through 3<sup>rd</sup> place rankings.
- Caption Awards (must be at least two bands competing in the same class):
  - Best Music
  - Best Marching and Maneuvering
  - Best Drum Major
  - Best Auxiliary
  - Best Percussion

## D. Color Guard, Winter Guard, and Drill Team

### Performance Details

- Units can approach the performance area and set up at any point either on or off the competitive floor. After staging, the captain of the unit should wait for a signal from the chief judge/clinician before starting the performance. Once the unit is announced and the chief judge/clinician has acknowledged the captain, the performance can begin. Time starts with the first motion of any member of the unit. Performance time should be four to eight minutes long.
- Every effort will be made to provide a performance area of 50' X 70'.
- The out-of-bounds violation will only be enforced at the front line. No member of the unit may cross this line at any time during the performance or a one-point penalty per violation will result.
- Junior high schools will be in a separate division from senior high schools.
- Unit members cannot compete twice in the same division (i.e., Color Guard and Drill Team), unless 50% of the personnel is changed. This rule is to prevent units from competing in two divisions with the exact same show and personnel.
- Once the competition has started, the chief judge/clinician will be the official responsible for answering questions, solving performance problems, etc.
- The minimum size unit for a Drill Team is four members and the minimum for Color Guard is eight members. There are no maximum restrictions.

### Equipment

- No pyrotechnics, discharge of arms, pressurized canisters, dangerous materials, flammable liquid, or animals will be permitted in or around the competition area.
- Anyone can place equipment in the competition area prior to the start of the performance. During the performance, dropped equipment may be picked up, without penalty, by performing members. Non-performing members cannot pick up dropped equipment unless it is dropped out-of-bounds. There is a 0.5-point penalty for each violation.
- Units must use their own equipment to avoid any unnecessary sound, time, and/or set-up problems. Units must provide their own crew for set-up and operation of equipment. Auxiliaries are responsible for their own sound system (boom box).
- Rifles, poles, sabers, etc., should have protective equipment to guard against floor damage.

Any unit violating any part of a rule, tradition, custom, or breach of contest etiquette where no specific penalty is predefined will be penalized for each such violation. The penalty will not be less than 0.1 of a point and not more than disqualification and will be at the discretion of the chief judge/clinician.



# CHORAL DIVISION

## Music Selections

- Each choral group should perform three selections. We recommend that one selection be a cappella.
- Music selections may be chosen from, but not limited to, the director's state-approved choral list, the ACDA list, or the WorldStrides Heritage Performance program Suggested Music List that can be found online at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org).  
The director must supply three original sets of measure-numbered scores for each of the selections to be adjudicated. Duplicated scores of copyrighted music are not acceptable unless the selection is out of print, unpublished, or is on order but not delivered. If duplicated scores are used, bring written permission from publisher or supplier.
- Failure to bring scores as described above may result in adjudication with comments only and no final rating or ranking.
- Please have your school name on each set of scores.
- We request that show choir and vocal jazz choir directors choose literature, choreography, and costuming that are age-appropriate and suitable for an educational music festival setting.

## Time Allotments

- For all choral, vocal jazz, and show choir groups, performance time for all selections must not exceed 15 minutes, not including the five-minute set-up time and five-minute exit time. There is no need to pause after each selection, so please continue at your own pace.
- Total time scheduled is 30 minutes, including mini-clinic. Groups will forfeit their mini-clinic if they exceed the allotted time.
- Choral groups will warm up in a nearby rehearsal room while the group on stage is performing.

## Equipment Information

- All vocal jazz/show choirs must provide a stage crew for set-up and break-down. They must also furnish their own equipment including instruments, expanded sound system with microphones (WorldStrides Heritage Performance programs provide microphones if requested on the Performance Information Form), props, costumes, and show choir risers. Each group must leave a clean stage.
- No special lighting will be provided, other than a general stage wash. No pyrotechnics are allowed.
- We suggest that show choirs simplify their performance for travel.
- Show, swing, and vocal jazz choirs may perform with taped accompaniment but not with a vocal track.
- Show, swing, and vocal jazz choirs accompanied by a live combo are responsible for providing their own instruments.

## Equipment Provided

- Concert choirs: Piano and risers (minimum five sections, three-step).
- Vocal jazz choirs: Piano, six microphones, house PA system, and two floor monitors. Schools needing more than six microphones or instruments for accompaniment must talk with their Festival Selection Advisor.
- Show choirs: Piano, six microphones, house PA system, and two floor monitors. Your group must provide any additional equipment, including platform risers and pre-recorded accompaniment (without vocal track).

## Evaluation Criteria

- The judges evaluate on the following criteria:
  - Tone control, balance, blend, diction, interpretation, rhythm, creativity, intonation, music choice/variety, attitude, appearance, and choreography (for show and swing choirs)
- Sample score sheets for high school Class AA and AAA can be found in the forms section of this manual.

## POSSIBLE AWARDS

### Awards

Heritage Performance prides itself on offering meaningful awards to each group. Each performing group will receive a beautifully engraved plaque. In addition, there are a variety of specialty awards including:

- Outstanding Choral and Instrumental Sweepstakes
  - Outstanding Choral, Instrumental, and Orchestral Group
  - Festival Sweepstakes
  - Adjudicator's Award
  - Maestro Award
  - Festival Spirit Award
- Each student participant receives a commemorative souvenir.
  - Schools not attending the awards ceremony are not eligible to compete for the 1<sup>st</sup> through 3<sup>rd</sup> rankings or for any of the specialty and sweepstakes awards.

### Choral and Instrumental Sweepstakes Trophies

- Choirs wishing to qualify for the Choral Sweepstakes must enter two choirs from the following list of groups:
  - Concert/mixed, men's, women's, chamber, madrigal, vocal jazz, and show choir; **however, one choir must be a concert or traditional group.**
- Bands wishing to qualify for the Instrumental Sweepstakes must enter two instrumental groups selected from the following:
  - Concert band, wind ensemble, symphonic band, jazz/stage band, full, chamber/string orchestra, and percussion ensemble (no drum lines or auxiliaries); **however, one instrumental group must be a concert or traditional band or orchestra.**
- A school may enter more than two performing groups, however, the school that accumulates the highest number of points for two groups toward a perfect score of 200 determines the winner. In case of a tie, two Sweepstakes Trophies will be awarded.

### Outstanding Band, Choral, and Orchestra Group

- In the performing division, the highest scoring band, choir, and orchestra will receive trophies as the most outstanding groups at the festival (excludes percussion ensembles).

### Festival Sweepstakes

- Only schools that bring their entire music department are eligible for the Festival Sweepstakes Trophy. To qualify for Festival Sweepstakes, schools must enter one choral group, one instrumental group, and a third musical group of their choice. The school that accumulates the highest number of points towards a perfect score of 300 determines the winner.
- In the case of a tie, more than one Festival Sweepstakes Trophy will be awarded.

### Adjudicator's Award

- Adjudicators may select groups to receive the Adjudicator's Award. This award is given to choral groups with an average score of 95 or higher and instrumental groups with an average score of 92 or higher. More than one Adjudicator's Award may be given at any festival.

### Maestro Award

- Adjudicators may select individual student musicians to receive the Maestro Award. This award is given to students who display extraordinary musical ability and sensitivity. More than one Maestro Award may be given at any festival.

### Festival Spirit Award

- The group that best represents their school and community may be given the Festival Spirit Award. The WorldStrides Heritage Performance program Staff, along with recommendations from the adjudicators, will determine the winner based upon groups' cooperation and enthusiastic support of all festival activities.

## MISCELLANEOUS ADJUDICATION INFORMATION

### Auxiliary Units and Drum Lines

All auxiliary units and drum lines will be adjudicated in conjunction with their respective marching band performances. A separate competition may be staged for various indoor units at certain festival locations. These scores will not count toward the Sweepstakes Award or Outstanding Group Award.

### Recordings

WorldStrides Heritage Performance programs will supply labeled digital recorders for the adjudicators for each group entered in the festival, so every group will receive written and digital comments on either CD or SD Card, as well as digital files on MyTrip.

### Official Festival Recording

At selected festival sites, an official festival recording will be made at no additional cost to each performing group. Please check with your Festival Selection Advisor to see if a recording is offered at your festival site. In certain festival cities, your recording will be on a CD.

### Questions

Questions pertaining to either choral or instrumental festival adjudication and/or critique procedures should be directed to the Chairman of the Music Advisory Committee:

WorldStrides Heritage Performance  
P.O. Box 571187  
Salt Lake City, Utah 84157-1187

Toll-free number	1-800-223-4367
Local number	1-801-433-9700
Fax number	1-801-433-9712
Website	<a href="http://www.worldstridesheritageperformance.org">www.worldstridesheritageperformance.org</a>

### Sample Score Sheets

For sample adjudication sheets, see the forms section of this manual. Award level scores are for High School Class AA and AAA. Class A and Jr. High/Middle School score requirements are slightly modified. Contact your Host Festival Director for information.

## ELITE PERFORMANCE SERIES

The Elite Performance Series festivals offer music directors and students the finest components, including the most distinguished adjudicators available, world-renowned venues, and the opportunity for students to watch other performers from around the world. Our Festival of Gold offers clinics featuring renowned music staff, performances in a mass group finale, and featured performances for each school's top musicians. Participation in the Elite Performance Series is available to groups who have attended a regular Heritage Performance festival and achieved a Gold rating, or by audition.

### 2012 Festival at Carnegie Hall Performance Dates



**National Choir Festival**

**March 4 • March 18**

**Spring Instrumental Festival**

**March 30**

**National Band & Orchestra Festival**

**April 6 • April 7**

**National Children's Choir Festival**

**April 15**

### 2012 Festival of Gold Performance Dates



**Choral and Instrumental Festival of Gold**

**March 30-April 3**

Orange County, California  
Segerstrom Center for the Arts

**Choral and Instrumental Festival of Gold**

**April 13-17**

Chicago, Illinois  
Orchestra Hall

**Choral Festival of Gold**

**April 26-30**

New York, New York  
St. Bartholomew's Church

## PERFORMANCE INFORMATION FORM DETAILS

One needed for each performing group

You can also access the Performance Information Form online at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org).

The Performance Information Form is **DUE 60 days** before departure.

- The Performance Information Form provides us with the required information for each of your groups' performances and is necessary to complete the festival schedule and provide the available percussion equipment you wish to use.
- The Performance Information Form also allows us to double-check the number of groups you have entered for adjudication. You must ask your Festival Selection Advisor if you want to enter more groups than you originally stated on the Official Entry Application. The Festival Selection Advisor will only admit additional groups if there is space available.
  - **Please note:** If you enter more than three groups, there is a \$175 adjudication fee for each additional group (\$325 for each additional group at the New York festivals).



# Performance Information Form

One needed for each performing group



You can also access this form online at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org).

Please print or type.

**\*DUE 60 days before departure**

If you are entering more than one performing group, make copies of the form before filling out.

School Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Director's Name: \_\_\_\_\_

Official Group Name (for trophy purposes): \_\_\_\_\_

Festival City: \_\_\_\_\_ Festival Date: \_\_\_\_\_

## Group Classification (☒ check one box in each section)

- ☐ Class A (High School 1-600 enrollment)
- ☐ Class AA (High School 601-1200 enrollment)
- ☐ Class AAA (High School 1201+ enrollment)

- ☐ Class C (Elementary/Children's Groups)
- ☐ Class J (Jr. High/Middle School Groups)
- ☐ Class O (Open Class/College Groups)

## Adjudication Type

- ☐ Ratings Only
- ☐ Ratings and Rankings
- ☐ Comments Only

## Entrance Categories (Check box for group type and enter number of performers, ex: ☒ Concert Band 47)

### Instrumental

Group Size

- ☐ Concert Band \_\_\_\_\_
- ☐ Symphonic Band \_\_\_\_\_
- ☐ Wind Ensemble \_\_\_\_\_
- ☐ Jazz/Stage Band  
(No Jazz Combos) \_\_\_\_\_
- ☐ Percussion Ensemble \_\_\_\_\_

- ☐ Orchestra (String) \_\_\_\_\_

- ☐ Orchestra (Chamber) \_\_\_\_\_

- ☐ Orchestra (Full) \_\_\_\_\_

- ☐ Parade Band \_\_\_\_\_

- ☐ Auxiliaries  
(not available at some events) \_\_\_\_\_

Group Size

### Choir

Group Size

- ☐ Concert Choir \_\_\_\_\_
- ☐ Women's Choir \_\_\_\_\_
- ☐ Men's Choir \_\_\_\_\_
- ☐ Chamber Choir \_\_\_\_\_
- ☐ Madrigal Choir \_\_\_\_\_
- ☐ Show/Swing Choir \_\_\_\_\_
- ☐ Vocal Jazz Choir \_\_\_\_\_

## Set-Up Information

Please provide the following information by **marking on the stage diagram** below:

- ◆ Placement and number of chairs and stands
- ◆ Total number of chairs and stands in each row
- ◆ Placement of site-provided percussion equipment
- ◆ Conductor's podium/stand
- ◆ Choral risers
- ◆ Piano (and direction you want it to face)
- ◆ Other information to complete your set-up

- Each group must furnish its own set-up crew to rearrange chairs, stands, and equipment.
- Jazz groups must furnish any special risers or sound equipment used in the performance.

### Number of Chairs

Row #1 \_\_\_\_\_

Row #2 \_\_\_\_\_

Row #3 \_\_\_\_\_

Row #4 \_\_\_\_\_

Row #5 \_\_\_\_\_

Row #6 \_\_\_\_\_

### Number of Stands

Row #1 \_\_\_\_\_

Row #2 \_\_\_\_\_

Row #3 \_\_\_\_\_

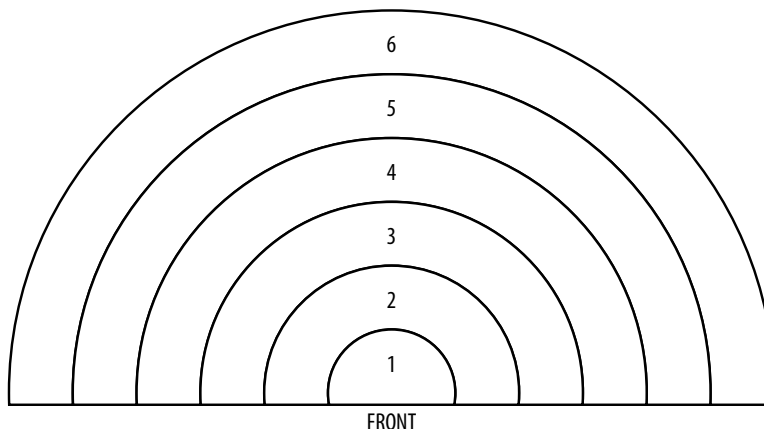
Row #4 \_\_\_\_\_

Row #5 \_\_\_\_\_

Row #6 \_\_\_\_\_

Number of Choral Risers \_\_\_\_\_

STAGE DIAGRAM



For more detailed information concerning your performance, turn to the Adjudication section starting on page eight.

Mail or fax this one page form, per performing group, to:

P.O. Box 571187 ♦ Salt Lake City, Utah 84157-1187 ♦ Tel: 1-800-223-4367 ♦ Fax: 1-801-433-9712





## MUSIC SELECTION INFORMATION

Before your festival adjudication, you will be asked to complete and return the Performance Information Form (one for each performing group) no later than 60 days before your festival. The information on this form is crucial in preparing the adjudication schedule, the score sheets/tapes, and the festival program.

The following general guidelines will help you make your music selections:

- There is no required music list for any WorldStrides Heritage Performance program festival. Each concert group should perform two or three selections of the director's choice.
- The WorldStrides Heritage Performance program Suggested Music List, which can be found online at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org), reflects the level of accomplishment we would like to see at all festivals. Other acceptable music lists include:
  - Your own state list
  - NBA
  - MENC
  - ACDA Monograph #2
  - Texas UIL Handbook
- Instrumental Groups: The length of some arrangements will not allow for three selections to be performed within the 15-minute performance time. Therefore, directors may elect to substitute an extended work for two selections or make one selection be an excerpt of an individual movement.
- Before selecting your music, please keep in mind the time your group is allowed. The time limit is strictly enforced for the benefit of all festival participants. Your total performance time should include any pauses between selections.

**Time Reminder:** Actual performance time for all selections must not exceed 15 minutes, not including the five-minute set-up time and five-minute exit time. There is no need to pause after each selection so please continue at your own pace.

**Visit our website at [www.worldstridesheritageperformance.org](http://www.worldstridesheritageperformance.org) for the WorldStrides Heritage Performance program Suggested Music List or call 1-800-223-4367 to request a copy.**

# ADJUDICATION FORM

CONCERT BAND  
WIND ENSEMBLE  
SYMPHONIC BAND

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There is a suggested music list for bands. Each group should play <b>2 or 3</b> selections, including one from the suggested list or similar. Actual performance time should not exceed <b>15</b> minutes.		<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below.	
<b>CATEGORY</b>		<b>MAXIMUM SCORE</b>	<b>ACTUAL SCORE</b>
<b>TONE:</b> Appropriateness to style, control, projection, quality, vitality, beauty.  Comments:		20	
<b>INTONATION:</b> Chords, melodic line, tutti section.  Comments:		20	
<b>TECHNIQUE:</b> Articulation, facility, precision, rhythm, attacks, releases.  Comments:		20	
<b>BALANCE:</b> Ensemble, sectional.  Comments:		20	
<b>INTERPRETATION:</b> Expression, dynamics, artistry, tempo, styling, phrasing.  Comments:		20	
<b>TOTAL SCORE:</b>		<b>100</b>	

## SCORING/AWARD LEVELS

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.

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ADJUDICATOR'S SIGNATURE

# ADJUDICATION FORM

## JAZZ BAND STAGE BAND

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There are no required selections. Total time for set-up, performance, and exit is <b>25</b> minutes. <b>2</b> or <b>3</b> selections may be performed within the <b>15</b> -minute actual performance time.		<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below.	
<b>CATEGORY</b>		<b>MAXIMUM SCORE</b>	<b>ACTUAL SCORE</b>
<b>tone:</b> Control, beauty, blend.  Comments:		20	
<b>intonation:</b> Chords, melodic line, tutti section.  Comments:		20	
<b>technique:</b> Articulation, facility, precision, rhythm, attacks, releases.  Comments:		20	
<b>balance:</b> Ensemble, sectional.  Comments:		20	
<b>interpretation:</b> Expression, dynamics, artistry, phrasing, tempo, styling, soloists.  Comments:		20	
<b>TOTAL SCORE:</b>		<b>100</b>	

### SCORING/AWARD LEVELS

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE

## ADJUDICATION FORM

**SYMPHONY ORCHESTRA  
STRING ORCHESTRA  
CHAMBER ORCHESTRA**

**SCHOOL:** \_\_\_\_\_

**FESTIVAL:** \_\_\_\_\_

**CLASS:** \_\_\_\_\_

**DIRECTOR:** \_\_\_\_\_

**ADJUDICATOR:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There is a suggested music list for orchestras. Each group should play <b>2 or 3</b> selections, including one from the suggested list or similar. Actual performance time should not exceed <b>15</b> minutes.	<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below.	
CATEGORY	MAXIMUM SCORE	ACTUAL SCORE
<b>TONE:</b> Control, beauty, blend.  Comments:	<b>20</b>	
<b>INTONATION:</b> Chords, melodic line, tutti section.  Comments:	<b>20</b>	
<b>TECHNIQUE:</b> Bowing techniques, articulation, facility, precision, rhythm, attacks, releases.  Comments:	<b>20</b>	
<b>BALANCE:</b> Ensemble, sectional.  Comments:	<b>20</b>	
<b>INTERPRETATION:</b> Expression, dynamics, artistry, tempo, styling, phrasing.  Comments:	<b>20</b>	
<b>TOTAL SCORE:</b>	<b>100</b>	

**SCORING/AWARD LEVELS**

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.



\_\_\_\_\_  
**ADJUDICATOR'S SIGNATURE**

# ADJUDICATION FORM

## PERCUSSION ENSEMBLE

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

DIRECTOR'S INSTRUCTIONS: There are no required selections. Please follow the direction of the Festival Director for entrance, exit, and specific instructions concerning the performance.		ADJUDICATOR'S INSTRUCTIONS: Please award an overall performance score against each category below.	
CATEGORY		MAXIMUM SCORE	ACTUAL SCORE
<b>PERFORMANCE QUALITY</b>  Musicianship Technique Balance Tuning Clarity		50	
<b>REPERTOIRE</b>  Difficulty of musical selection Musical and technical demand of this selection Mallet / stick selections Tempos		30	
<b>INTANGIBLES</b>  Professionalism Stage appearance Emotional appeal Command of the audience		20	
<b>TOTAL SCORE:</b>		100	

OTHER COMMENTS:

### SCORING/AWARD LEVELS

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE

# ADJUDICATION FORM

## PARADE REVIEW BAND

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There are no required selections. Please follow the direction of the Festival Director for entrance, exit, and specific instructions concerning the performance.		<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below. Percussion, Auxiliary, and Drum Major are presented as captions and do not count toward the final rating score.	
<b>CATEGORY</b>		<b>MAXIMUM SCORE</b>	<b>ACTUAL SCORE</b>
<b>MUSICAL PERFORMANCE</b> Tone quality                      Technique Intonation                        Accuracy Balance                            Interpretation Rhythm                            Musical effect		<b>40</b>	
<b>MARCHING PERFORMANCE</b> Carriage (body and instrument) Individual problems (out of step, attention, eyes forward, etc.) Alignment Intervals Exposure to error		<b>30</b>	
<b>GENERAL EFFECT</b> Repertoire Entrance                            Coordination of elements Exit                                    Continuity Showmanship                        Correlation of movement and music Variety		<b>30</b>	
<b>TOTAL SCORE:</b>		<b>100</b>	

**CAPTIONS:** 100 points is the maximum total for each Caption Award:

<b>Percussion</b> <u>TO BE CONSIDERED</u> Uniformity                      Difficulty Precision                        Tuning Contribution                    Tone Musicality                        Note accuracy		Score:  (100 max)
<b>Auxiliary</b> <u>COMPOSITION</u> <u>PERFORMANCE</u> Musicality                            Technique / training Staging coordination                Expression / interpretation Variety / creativity                    Control / recovery Appearance                            Poise / professionalism		Score:  (100 max)
<b>Drum Major</b> <u>LEADERSHIP</u> <u>EXCELLENCE</u> Control of band                        Posture / carriage Conducting                            Poise / professionalism Appearance / showmanship        Twirling / visuals		Score:  (100 max)

### SCORING/AWARD LEVELS

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE

# ADJUDICATION FORM

## AUXILIARY UNIT

Name of School: \_\_\_\_\_

Festival: \_\_\_\_\_

Classification: \_\_\_\_\_

**PLEASE NOTE:** Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

COMMENTS:	100 POINTS
	<p>To be considered:</p> <ul style="list-style-type: none"><li>Uniformity</li><li>Precision</li><li>Contribution</li><li>Difficulty</li><li>Technique / training</li><li>Expression / interpretation</li><li>Control / recovery</li><li>Poise / professionalism</li><li>Musicality</li><li>Staging coordination</li><li>Variety / creativity</li><li>Appearance</li></ul>



<b>TOTAL SCORE:</b> <b>100 POINTS POSSIBLE</b>
<hr/>

\_\_\_\_\_  
**ADJUDICATOR'S SIGNATURE**

## ADJUDICATION FORM

### CONCERT CHOIR CHAMBER CHOIR MADRIGAL CHOIR MEN'S / WOMEN'S CHOIR

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Choir Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There are no required selections. Total time for set-up, performance, and exit is <b>30</b> minutes. <b>2 or 3</b> selections may be performed within the <b>15</b> -minute actual performance time.	<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below.	
<b>CATEGORY</b>	<b>MAXIMUM SCORE</b>	<b>ACTUAL SCORE</b>
<b>TONE:</b> Appropriateness to style, control, projection, quality, support, vitality, beauty.	<b>15</b>	
<b>BALANCE:</b> Contrasting dynamics within choir or between voices.	<b>10</b>	
<b>BLEND:</b> Blend of individual voices and among sections of the choir, appropriate to style, unification, vowel purity, and consistency.	<b>10</b>	
<b>DICTION:</b> Beginning, inner, and ending consonants, clarity of words, vowels, consistency, attention to attacks and releases.	<b>10</b>	
<b>INTERPRETATION:</b> Appropriate tempo and dynamics, articulations/ inflections, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality, expression, appropriate performance, practice.	<b>15</b>	
<b>RHYTHM:</b> Accuracy of time values, attacks and releases, precision, stylistic authenticity.	<b>10</b>	
<b>INTONATION:</b> Chords, melodic line, tutti section.	<b>15</b>	
<b>GENERAL EFFECT:</b> <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> General stage appearance & deportment.	<b>5</b>	
<b>MUSIC:</b> Choice and variety, degree of difficulty, and quality.	<b>10</b>	
<b>TOTAL SCORE:</b>	<b>100</b>	

#### SCORING/AWARD LEVELS

SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50

The final rating awarded to the group is based on the average score of all of the adjudicators.



\_\_\_\_\_  
ADJUDICATOR'S SIGNATURE



# ADJUDICATION FORM

## SHOW CHOIR SWING CHOIR

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Choir Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

<b>DIRECTOR'S INSTRUCTIONS:</b> There are no required selections. Total time for set-up, performance, and exit is <b>25</b> minutes. <b>2</b> or <b>3</b> selections may be performed within the <b>15</b> -minute performance time.	<b>ADJUDICATOR'S INSTRUCTIONS:</b> Please award an overall performance score against each category below.	
<b>CATEGORY</b>	<b>MAXIMUM SCORE</b>	<b>ACTUAL SCORE</b>
<b>tone:</b> Appropriateness to style, control, intonation, projection, quality, support, vitality.	<b>15</b>	
<b>balance/blend:</b> Appropriateness to style, blend of individual voices and selections contrasting dynamics within choir or between voices and instruments, sensitivity to solos.	<b>10</b>	
<b>intonation:</b> (1) Tuning of individual chords, and/or (2) Maintaining tonal center, (3) Correct pitches overall.	<b>10</b>	
<b>diction:</b> Beginning, inner, and ending consonants, clarity of words, vowels, consistency.	<b>10</b>	
<b>interpretation:</b> Articulations / inflections, appropriate tempo and dynamics, emotion, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality.	<b>15</b>	
<b>rhythm:</b> Accuracy of time values, attacks and releases, precision, stylistic authenticity, time feel.	<b>10</b>	
<b>general effect:</b> <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> Clothes are coordinated, have color appeal and are appropriate to the style of the ensemble, microphone technique, staging.	<b>10</b>	
<b>music:</b> Choice and variety, degree of difficulty, effective opening and closing songs, pace of songs, programming, smooth transitions between songs (no dead space), sense of climax, sustained interest.	<b>5</b>	
<b>choreography:</b> Degree of difficulty, variety, stylistic authenticity.	<b>5</b>	
<b>choreography:</b> Precision of movement, strength and energy of movement.	<b>10</b>	
<b>TOTAL SCORE:</b>	<b>100</b>	

SCORING/AWARD LEVELS	
SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50
The final rating awarded to the group is based on the average score of all of the adjudicators.	

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ADJUDICATOR'S SIGNATURE

# ADJUDICATION FORM

## JAZZ CHOIR

SCHOOL: \_\_\_\_\_

FESTIVAL: \_\_\_\_\_

CLASS: \_\_\_\_\_

DIRECTOR: \_\_\_\_\_

ADJUDICATOR: \_\_\_\_\_

DATE: \_\_\_\_\_

**PLEASE NOTE:** The Director must give the Festival Director 3 conductor's scores of the selections to be adjudicated (with measures numbered).

DIRECTOR'S INSTRUCTIONS:	ADJUDICATOR'S INSTRUCTIONS:	
There are no required selections. Total time for set-up, performance, and exit is <b>25</b> minutes. <b>2</b> or <b>3</b> selections may be performed within the <b>15</b> -minute actual performance time.	Please award an overall performance score against each category below.	
CATEGORY	MAXIMUM SCORE	ACTUAL SCORE
<b>tone:</b> Appropriateness to style, control, intonation, projection, quality, support, vitality.	<b>15</b>	
<b>balance:</b> (1) Between choir sections, (2) Between voices and instruments, (3) Sensitivity to solos.	<b>10</b>	
<b>blend:</b> (1) Of individual voices within choir sections, (2) Between sections of the choir, (3) Sensitivity to solos.	<b>10</b>	
<b>intonation:</b> (1) Tuning of individual chords, and/or (2) Maintaining tonal center, (3) Correct pitches overall.	<b>10</b>	
<b>diction:</b> Beginning, inner, and ending consonants, clarity of words, vowels, consistency.	<b>10</b>	
<b>interpretation:</b> Articulations / inflections, appropriate tempo and dynamics, emotion, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality.	<b>15</b>	
<b>rhythm:</b> Accuracy of time values, attacks and releases, precision, stylistic authenticity, time feel.	<b>10</b>	
<b>creativity:</b> New ideas and sound, vocal improvisation.	<b>5</b>	
<b>general effect:</b> <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> Clothes are coordinated, have color appeal, and are appropriate to the style of the ensemble of the show, microphone technique, staging.	<b>10</b>	
<b>music:</b> Choice and variety, degree of difficulty, effective opening and closing songs, pace of songs, programming, smooth transitions between songs, (no dead space), sense of climax, sustained interest.	<b>5</b>	
<b>TOTAL SCORE:</b>	<b>100</b>	

SCORING/AWARD LEVELS	
SUPERIOR (GOLD)	90-100
EXCELLENT (SILVER)	80-89
GOOD (BRONZE)	65-79
MERIT	50-64
FESTIVAL	BELOW 50
The final rating awarded to the group is based on the average score of all of the adjudicators.	



ADJUDICATOR'S SIGNATURE \_\_\_\_\_

## INSURANCE INFORMATION

WorldStrides Heritage Performance programs include the following protection for all participating groups:

### **Accident and Illness Insurance**

WorldStrides secures accident and illness insurance coverage for each full-paying participant. A detailed breakout of the accident and illness insurance policy can be found on the following page.

### **Liability Insurance**

Liability coverage is extended to all participating school/college administrators, group directors, and official chaperones/advisors. A certificate of insurance can be issued naming a specific school/district on request. There is a \$50 administrative charge for this service.

### **USTOA Travelers Assistance Program**

By traveling with WorldStrides, you and your students are protected through the \$1 Million USTOA Travelers Assistance Program. As an active member of the USTOA, WorldStrides is required to post \$1 million with USTOA to be used to reimburse, in accordance with the terms and conditions of the USTOA Travelers Assistance Program, the advance payments of WorldStrides customers in the unlikely event of WorldStrides' bankruptcy, insolvency, or cessation of business. Further, you should understand that the \$1 million posted by WorldStrides may be sufficient to provide only a partial recovery of the advance payments received by WorldStrides. Complete details of the USTOA Travelers Assistance Program and a list of affiliates may be obtained by writing to USTOA at 275 Madison Avenue, Suite 2014, New York, New York 10016, by email to [information@ustoa.com](mailto:information@ustoa.com), or by visiting their website at [www.ustoa.com](http://www.ustoa.com).

*\* Please note:* Event-only participants are not included or covered in this plan.





# American Income Life Insurance Co.

P.O. Box 50158 • INDIANAPOLIS, INDIANA 46250  
(317) 849-5545 • (800) 849-4820 • www.americanincomelife.com

## Group Activities Accident and Illness Policy

Policy # SRP 4650

Heritage Education & Festivals

Table of Benefits	Maximum Benefits
For expenses incurred within 52 weeks of the date of Accident for Medical and Surgical Treatment, X-Ray Charges, Hospital Confinement, Ambulance Expense and Prescriptions up to . . .	<b>\$7,500.00</b>
For Dental Expenses incurred within 52 weeks of Accident, involving sound, natural teeth . . .	<b>\$750.00</b>
For Medical and Hospital Expense for illness which manifests itself on the day or days this policy is in force up to . . .	<b>\$1,500.00</b>
For Medical Expenses from these specified diseases: Poliomyelitis, Diphtheria, Scarlet Fever, Small-pox, Tetanus, Cerebrospinal Meningitis, Typhoid Fever, Leukemia or Primary Encephalitis . . .	<b>\$3,000.00</b>
For losses within 100 days of Accident which result in the loss of life . . .	<b>\$4,000.00</b>
For losses within 100 days of Accident which cause loss of both hands or both feet, or one hand and one foot, or the total and irrecoverable loss of sight of both eyes . . .	<b>\$7,500.00</b>
For losses within 100 days of Accident which cause the loss of one hand or one foot or the loss of sight of one eye . . .	<b>\$3,750.00</b>
Medical Evacuation	<b>\$10,000.00</b>

**The policy provides PRIMARY, NO-DEDUCTIBLE coverage as outlined above.**

This policy does not cover the following:

- Eyeglass replacement of prescription
- Hernia in any form
- Suicide, self-destruction, or any attempt thereat
- Pregnancy
- Pre-existing conditions
- Loss covered by Worker's Compensation or Medicare
- Treatment by self, family members, or person employed by the policyholder
- Participation in snow tubing, tobogganing, or bobsledding
- Dental treatment other than injury to sound, natural teeth
- Illness or accident while under the influence of alcohol, drugs, or any other intoxicant

### Certificate of Insurance

We hereby certify that application has been received and we have bound medical coverage as outlined above for

**Heritage Education & Festivals**  
**Policy # 4650**

**Effective as per the schedule**  
through 6/1/2012

Kathy C. Hinkley  
Authorized Rep. Of AIL

INSURANCE



## CLAIM REPORT

To be completed by the Music Director of the event  
Mail directly to AIL. DO NOT rely on medical providers



## American Income Life Insurance Co.

Special Risk Division  
P.O. Box 50158 • INDIANAPOLIS, INDIANA 46250  
(317) 849-5545 • FAX (317) 849-2793  
(800) 849-4820

**Medicare MUST be filed as primary carrier.**

### P POLICY # 4650 - Heritage Education and Festivals

A Dates Insured \_\_\_\_\_ Name of Group/School \_\_\_\_\_  
R  
T

1 Dates of Tour \_\_\_\_\_ Tour Destination \_\_\_\_\_

(For prompt service please send this form to us along with the itemized medical statements).

P Name of Patient \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_

A Address of Patient \_\_\_\_\_

R City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

2

Patient is:

☐ Student/Traveler

☐ Chaperone/Instructor

☐ Salaried Staff  
Eligible for Workman's Comp.

### INJURY REPORT

DATE OF INJURY

TIME

GROUP ACTIVITY

HOW AND WHERE INJURY OCCURRED (EXPLAIN FULLY)

DESCRIBE INJURIES

### ILLNESS REPORT

DATE INSURED FIRST NOTICED SYMPTOMS

NATURE OF ILLNESS

WAS CONDITION ALREADY PRESENT  
BEFORE THIS PERSON BECAME INSURED? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN

Was injury/illness reported to staff member?

☐ YES ☐ NO

### VERIFICATION SIGNATURE -- UNRELATED TO PATIENT

P I hereby certify that this was a supervised group activity sponsored by WorldStrides Heritage Performance and covered under this policy.

A I was the: ☐ Chaperone ☐ Tour Leader ☐ Other \_\_\_\_\_

R

T Signed \_\_\_\_\_ Day Time Phone \_\_\_\_\_

4 Title \_\_\_\_\_ Name of School \_\_\_\_\_

### ASSIGNMENT FORM

P I hereby authorize the American Income Life Insurance Company to pay benefits on the above claim to:

☐ Medical Provider(s) [Check is sent directly to the facility providing the medical service]

☐ (Payee Name) \_\_\_\_\_ is to be reimbursed since the bills have been paid.

5 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Dated \_\_\_\_\_ Signed \_\_\_\_\_

## HOW TO FILE A CLAIM

1. Written notice of claim, or Claim Report, must be given to the company within twenty days of commencement of any loss covered by this policy or as soon as is reasonably possible.
2. All claims must be completed and signed by the music director, chaperone, or the group leader who is unrelated to claimant.

Report the following:

- a. Policy Number under which person was covered.
  - b. Application Serial Number for this activity.
  - c. Name of the disabled person.
  - d. Date of disability.
  - e. How the disability was sustained.
3. Please provide:
    - a. Complete medical diagnosis by the attending physician.
    - b. Itemized statements for services rendered by doctor or hospital are necessary in all instances.

**Reimbursement is made directly to medical provider unless otherwise indicated.**

**ALL CORRESPONDENCE WILL BE DIRECTED TO THE POLICYHOLDER.**

**Pennsylvania:** Any person who, knowingly and with intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**AMERICAN INCOME LIFE INSURANCE COMPANY — SPECIAL RISK DIVISION**

**P.O. BOX 50158 INDIANAPOLIS, INDIANA 46250 (317) 849-5545 FAX (317) 849-2793**