



- Enter student's school **grade** and **CM level**. If the student qualifies for Panel, a check box will appear to apply for **Panel** or **YAG**. Teachers can either continue to edit the application or click "Done" to start a new application for another student. You will not be able to change the student's information after the payment is made.

CREATE NEW APPLICATION

Certificate of Merit®

To create a new application for your student, specify your student's grade and CM Level. Click on the "Create Application" button to complete the process.

Teacher [REDACTED]	Student [REDACTED]
Instrument Piano	Student's Age [REDACTED]
Grade+ Grade 10	CM Level+ Advanced

Your student meets the requirements to apply for Panel. Before applying for Panel, please read the information contained in "Panel Auditions and YAG Guidelines" on the "CM Resources" page. Click the box next to "Apply for Panel" to apply.

Apply for Panel

By submitting this form, you agree to the Music Teachers' Association of California's [Terms of Service and Privacy Policy](#).

Cancel
Cancel
Create Application

CM APPLICATION (CONTINUED)

- New this year:** Students who originally applied for Panel who no longer wish to be considered for Panel no longer need to revert to Non-Panel status. All students, both Panel and Non-Panel, will complete all aspects of the CM Evaluation, including Sight Reading/Singing and have the same minimum requirements to pass the evaluation. Other items, such as Convention and Repertoire, can be added at any time after the application is created until the **January 15th** deadline.
- State Honors award will be given to students meeting the minimum eligibility requirements. To receive State Honors, students must (1) pass both the Performance Evaluation and written Theory Test for their enrolled CM Level that year; (2) receive a "Good" or "Excellent" rating for Technique, Sight Reading/Singing, and Repertoire; and (3) receive at least 80% or above on the Theory Test for their enrolled CM Level that year. **All students are automatically enrolled for consideration for State Honors.**
- New in 2020-2021, Branch Honors will no longer be an award associated with the Certificate of Merit Evaluation process. Branches can continue to honor their CM students however, MTAC Evaluators will no longer evaluate students in the system in accordance with individual Branch ratings. Branch Honors will not be tracked through the MTAC Online System.**
- Once the application is created, parents will receive an email with the application details and instructions to login to their account to pay the application fees. Parents/Adult students should check the details of the application to ensure that the instrument, grade and level are correct. Applications can **only** be paid during the payment period of **October 1 through November 5, 11:59pm. Please note, all application fees are non-transferable and non-refundable.**
- Teachers can monitor payment status(es) by checking their student roster. Applications will be labeled "not paid" until the parent/adult student makes the payment.



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11. If a student changes their mind and does not wish to participate in CM this year, the teacher may “delete” the application by opening up the student application and clicking the red “delete” button. Once the payment has been made, the application can be “withdrawn” but the application fees will not be refunded.
12. Enrollment is conditional until you have submitted and approved the student’s final Repertoire list by **January 15** in the Online System. Applications must be moved to “enrolled” status by this deadline. Check the progress section of the application to monitor the status and to see what needs to be completed. **Any application that is still labeled “incomplete” by this deadline will be withdrawn and the application fees will not be refunded.**

If you have questions about CM enrollment, please refer to the policies, syllabus, online FAQ, e-support link, or Regional Coordinator. Your Local CM Branch Chair can assist with repertoire questions.

CONVENTION (NON-PANEL STUDENTS ONLY)

If your student was recommended for and wishes to participate in Convention Recitals, please be sure the following steps are completed by **April 15**.

1. Teachers must login to their Teacher Portal and complete Convention Application for their student. Instructions can be found in Resources at *CM Convention Application Instructions*.
2. Parents/Adult students must login to their respective portal and:
 - a. Agree to the Convention Consent Form.
 - b. Pay the CM Convention Application Fee.

PANEL AND THE YOUNG ARTIST GUILD

1. All Young Artist Guild (YAG) applicants are required to complete the CM 2020-2021 YAG Letter of Intent and Regional Repertoire List online by **January 15**.
2. YAG applicants must complete theory tests by **March 1**.
3. Panel and YAG students must have their Panel and YAG Application completed by **March 10**.

If you have questions, please refer to the policies, syllabus, online FAQ, e-support link, or regional coordinator. For technical difficulties, please reach out to the State Office at CMinfo@mtac.org