

2019 CODA All-State Orchestras String Recording Instructions February 14-17, 2019, Fresno, CA

1. Audition music and required scale are available at our website, codaorchestras.org.
2. All CODA Honor Orchestra and All-State Orchestra auditions will be submitted through the online CODA Digital Audition System. **No CD recordings will be accepted.**
3. Your director will need to create an audition record for your 2019 All-State audition at codaorchestras.org. You will not be able to upload any files until your director creates your audition record. Please provide them with the following information:
 - Student's email address
 - Student's First and Last Name
 - Grade level
 - Instrument (separate auditions must be set up if the student is auditioning on more than one instrument)
4. Record your audition **without any verbal announcements, reverberation or digital enhancement.** Only MP3 and M4A files can be uploaded. There are numerous methods and programs available for converting audio files to MP3 or M4A. Many of these programs are free. **Simply changing the extension in the file name will not work.**
 - If you are using a PC, you can use Audacity, <http://audacity.sourceforge.net/download/>
 - If you are using a Mac, you can use iTunes to convert the file.
5. Record your scale as a separate track. Missing the scale will result in disqualification with no refund offered. Orchestral excerpts, while they can be recorded in any order, need to be assembled in the correct order as noted on the excerpt page, and uploaded as one track with 3-5 seconds in between excerpts. Missing excerpts will result in a disqualification with no refund offered.

Important: String students are expected to follow all bowings as printed in the audition excerpts and perform the excerpts as near the specified tempos as possible, using appropriate styles.

Failure to follow any of the above recording instructions may result in the disqualification of your audition.

6. Once you have completed uploading your audio files, click the "Check My Progress" button at the top of the page. If everything is complete, a "Submit for Director Approval" button will appear. If you are satisfied with your recordings, click the "Submit for Director Approval" button. Even though your director will receive an email notification, you may want to let them know that you are ready for them to review your audio files and submit them to CODA for judging.
7. Your audition is not submitted for judging unless the status states "Submitted for CODA Review". If you are uploading your own audition files, you must submit them to your director for review. **Your director is the only one who can finish the submission process.** This process must be completed by 11:59 PM on December 1, 2018. There are no exceptions.
8. Forms and Fees:
 - a. Application forms can be printed from the home page of the Student or Director's CODA account.
 - b. Give your Music Director a non-refundable \$55.00 payment or your credit card payment receipt to cover your application fee and your printed and signed application form. Check with your director as to whom the check is to be written. All student audition materials **MUST** be turned in to your school music director to be sent to the CODA office. Applications sent by individual students will not be accepted.
 - c. Forms can be scanned and emailed by your director along with online payment receipts. The deadline for emailing forms is December 1.
 - d. Forms and payments can also be mailed by your director. The postmark deadline for mailing forms is December 1. Mailing address is on the director's instructions.

Rules:

1. **Late applications and applications without fees will not be accepted.**
2. **Only students in grades 7-12 who are enrolled in their school instrumental music program are eligible for the CODA All-State Orchestras.**

3. If accepted, it is expected that the student will fulfill his/her commitment to attend and participate in one of the CODA All-State Orchestras. Students who fail to follow through with their commitment will become ineligible to apply for future CODA Orchestras.

Additional Information:

Results will be posted on casmec.org in early January. Directors, students, and parents will be notified via email when the results are posted.

At the first rehearsal, ALL string players will complete a live audition for chair placement.

Directors: All materials listed below must be sent in ONE package per school to Trish Adams. The package must be **postmarked by December 1, 2018**. If paying by credit card, signature forms and payment receipt can be emailed to tadams@codaorchestras.org.

- o student fees (\$55.00 per student)
- o school fee (\$55.00 per school)
- o student applications

When shipping this application package, please be sure to waive the delivery signature upon receipt.

Please direct any questions regarding applications to Trish Adams at tadams@codaorchestras.org.