

2009 STUDENT ACHIEVEMENT TESTING
LIVONIA AREA PIANO TEACHERS FORUM

WHAT ALL TEACHERS SHOULD KNOW...AND TELL THEIR STUDENTS!

**** Your full cooperation in instructing your students about the procedures is essential.****

1. Give each student a copy of these forms and *review them with the student and their parents*:
 1. Date-related Student Registration form
 2. Information for Parents & Students
 3. Map of test site locations:
(Schoolcraft Community College or Madonna University)
2. Students will register when they arrive, and then will be directed to their first event by desk personnel and monitors. There will be runners to give special help to those who need it. Students should have their **Student Registration form** and their **music** with them when they check in. Measures must be numbered at the beginning of each line (*per MMTA*).
3. If a student comes with photocopied music (except for legal copies, e.g. CD Sheet Music) or no music, s/he will not be allowed to perform on Test Day. Instead, the student will be allowed to perform at a later date (not more than one week following testing) *at the teacher's expense*. The Judge will be Forum-designated, and the Judge's fee will be \$25 per hour. The student will not be able to participate in Semi-Finals.
4. **Performance** and **Aural Awareness** will begin at 9:00 a.m. and 1:00 p.m. on test days. Tell students they must be on time for their scheduled tests. (*If they are late, there are no guarantees that there will be time for make-ups.*)
5. **Theory** and **Technique** will begin at 8:45 AM and 12:45 PM.
6. Make your students aware that Theory tests are printed on **both** sides of the page.
7. **Errors**: You will receive your studio's schedule in late January. Upon receiving it, if you find errors that our scheduling personnel have made, or if you have withdrawals, notify Diana Munch **immediately**.
8. **Scores**: Teachers can pick up their student scores packets on Wednesday, March 11 at the L.A.P.T.F. meeting. If you are unable to attend the meeting, teachers with last names beginning with A-L will pick up their scores from Doris Edwards' home, teachers with last names beginning with M-Z will pick up their scores from Diana Munch's home.