



## SUBMIT Auditions:

- Upload your **.mp3 files** via the audition form. If you submit .wav, .mp4, .m4a, or any other type of file we will ask you to convert and re-submit with .mp3 files if time allows. You can select files from your device or from your own Google Drive. If you share files with us via your Google Drive, make sure you have permissions set to share with [ndacdamljhhc@gmail.com](mailto:ndacdamljhhc@gmail.com).

## SUBMIT the Forms ONLINE (no paper information will be collected this year)

Visit [www.ndacda.com](http://www.ndacda.com) State Conference Page. There will be a link to take you to the following forms:

- **School Information Form** - One per school  
School Name, Address, City, Zip, Director's Name, email, phone, ACDA number, number auditioning, total audition fee (\$10 per student)  
**\*\*Teachers of auditioning students must be members of ACDA.** To obtain membership information and/or a membership form, go to **www.acda.org**
- **Candidate Form** - One per student  
*Please confirm with your students and their parents that they are aware of the dates and requirements of participating in ND ACDA ML JH Honor Choirs.*  
Candidate name, gender, grade, part auditioning for, if S2 is a good option, range, solo name  
**Please make sure you enter students' names the way you will for registration and the way you want them listed in the program, on name tags, etc. in the event they are selected. Our spreadsheet formulas don't work if an audition form says Abigail and the registration form says Abby, for example.**

## PAY the Audition Fee

- This year, you can pay online via credit card or by mailing a check.

To mail:

- \$10 fee per applicant is combined into ONE school or personal check made out to "NDACDA"
- Postmarked BY **Friday October 11th, 2024**
- Address to:

St. John's Academy  
%: Kristen Lynch  
215 5th St. SE  
Jamestown, ND 58401

To pay via credit card:

- Directions are in the School Information Form

**If you have any questions, please contact us:**

[ndacdamljhhc@gmail.com](mailto:ndacdamljhhc@gmail.com)

**Rachel Schaffner: (701) 641-8537 (cell) - Bismarck Public Schools, Bismarck**

**Alyssa Peterson: (701) 391-0011 (cell) - Wachter Middle School, Bismarck**

## STEP TWO: RESULTS and REGISTRATION

Results will be posted on the NDACDA website by Monday, November 11th and music for each accepted student and each director will be sent out after the results are posted. In the event that an alternate takes the position of another student, the director will send the student's music on to the new participant.

Complete registration forms, and collect the registration fee **by Friday, December 6.**

**Forms:**

- Please submit one School Registration Form per school
- Please submit one Student Registration Form per student.
- **All forms are completed online; no forms need to be mailed.** Please keep the consent form for yourself and have it on hand at the conference in case we need to reference it with one of your students.

**Registration fee:**

- The fee of \$50 per student will cover the cost of music, T-shirt, dinner Friday evening, and lunch on Saturday.
- To pay by check: Submit ONE CHECK per school, made out to NDACDA, to  
St. John's Academy  
%: Kristen Lynch  
215 5th St. SE  
Jamestown, ND 58401
- To pay by credit card, follow the directions in the School Registration Form.
- **Schools whose registrations are sent 7 days past the deadline will be charged a \$50 late penalty fee.**
- After the 7 days, alternates will be notified. Registered students who withdraw from Honor Choir forfeit their registration fee. Alternates who fill in for a previously registered student need not pay a registration fee.

**Students need to be enrolled in choir the full school year to participate.**

**STEP THREE: CONFERENCE**

Students will be responsible for their own transportation to site and to all rehearsals. Students must be chaperoned by a teacher or a parent. Regional and National ACDA Honor Choirs require that students be chaperoned by their parents when attending. While it is understood that not all schools are able to obtain parent chaperones, it is highly recommended by NDACDA.

**Friday, February 7th Approximate Schedule (subject to change):**

**12:30: Registration**

**1:00: Rehearsals and Sectionals**

**Dinner:** On Site, cost included in registration fee

**Evening Concert:** Featuring one song from each honor choir and other performing groups. Students wear their Honor Choir t-shirt and nice jeans.

**Saturday, February 8th Approximate Schedule (subject to change):**

**8:30am: Rehearsal**

**Lunch**

**Early Afternoon Concert:** Featuring the Middle Level and Collegiate Honor Choirs

- GIRLS WEAR-dress pants, dress or skirt falling BELOW the knee and blouse; shoulders must be covered
- BOYS WEAR-dress pants, dress shoes, dress shirt, and tie
- Students must be in attendance at all rehearsals to participate in the Honor Choir event
- Concert tickets may be purchased each night for \$5 per person
- Tickets are included in the conference fee for participating directors