

## Certificate of Merit Program

Jane Oertel, Branch CM Chair

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**DATE:** Piano: March 3 & 4, 2012  
Cal Poly Pomona

Strings and Winds: March 10, 2012  
Whittier College

**BEGINS:** September 15, 2011 *Online Registration*  
January 2, 2012 *Online Repertoire Input*

**DEADLINES:** November 15, 2011 *Registration Ends*  
February 7, 2012 *Repertoire Input Ends*  
February 7, 2012 *Switch to Path B*

**FEES:** November 16, 2011 *(In hand to chair or postmarked by November 15, 2011)*

**Categories:** Path A or Path B

The Branch will assess a *processing fee* for teachers registering 20 or more students as follows:

20-24 Students, \$50  
25-29 students, \$100  
30-34 students, \$150  
35 or more students, \$200

The above fees would be waived by performing an extra job, approved by the CM Chair. *Also, all teachers entering students in CM must share the workload on the evaluation days as follows:*

**Teacher's CM Workload based on total Path A Registrations as of November 15, 2011:**

**Keyboard:**

1-4 students = 1 shift (1/2 day)  
5-9 students = 2 shifts (1 day)  
10-14 students = 3 shifts (1-1/2 days)  
15-19 students = 4 shifts (2 days)  
20 or more = 2 days plus extra work per  
CM Chair

**Strings/Winds:**

1-4 students = 1 shift (1/2 day)  
5 or more students = 2 shifts (1 day)

\* A missed (or incomplete) shift will result in a \$100 charge against the teacher.

\*\* Members who volunteer their time above and beyond the requirements can earn 1 meeting credit for jobs done, **pre-approved by CM Chair**