

# Music Teachers National Association Application for Renewal of Professional Certification

Name \_\_\_\_\_ MTNA Member Number, if applicable \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Area(s) of music performance in which you are MTNA certified:

1. \_\_\_\_\_ 2. \_\_\_\_\_

**SECTION I: Validation**

Candidates for Renewal of MTNA Professional Certification must fulfill their requirements for professional renewal each year by completing and submitting the Documentation of Professional Renewal Activities Form (submit 3 renewal activities points) or submitting an Administrative Verification Form (full or part time college faculty only).

**SECTION II: Renewal Fees: All fees are nonrefundable**

	MTNA Member	Nonmember
Renewal Fee	\$25 (per area)	\$30 (per area)
Delinquent Renewal Fee—per year of delinquency ( <i>After July 1</i> )	\$5 (per area)	\$10 (per area)
Total Fees	\$	\$

**Payment Method:**

\_\_\_\_ Check (payable to MTNA Certification Program, Inc.) \_\_\_\_ Visa \_\_\_\_ MasterCard  
 \_\_\_\_ American Express

Account Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_  
(3–4 digit code on front or back of credit card)

Signature \_\_\_\_\_

Billing Address Same As Above

Credit Card Billing Information (if different than above)

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Submit the following materials in one package:

1. Completed certification renewal application form.
2. Renewal fee. Include late fee if applicable.
3. Appropriate validation materials (see Section I above).

**Mail to:** MTNA Professional Certification Program, 1 W. 4th St., Ste. 1550, Cincinnati, OH 45202.

**You will receive notification from MTNA when the renewal process has been completed.**

# DOCUMENTATION OF PROFESSIONAL RENEWAL ACTIVITIES POINTS FORM

Candidate Name \_\_\_\_\_ MTNA Member # \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

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Categories A and B fulfill Standard IV; Categories C and D, Standard V. Other music, education or business management related activities may be submitted to the National Certification Commission for consideration and approval.

**STANDARD IV: Professionalism and Partnerships** (minimum of one [1] professional renewal activities/points required)

- A. Contributing to the Profession.** Competent music teachers contribute to the professional growth of their colleagues, their studios and schools, their professional associations and to their profession at large.
- B. Building Partnerships.** Competent music teachers understand and appreciate the unique position that the family unit, colleagues and the community play in the musical education of students. They actively seek opportunities to build and nurture partnerships with them.

**STANDARD V: Professionalism and Personal Growth** (minimum of one [1] professional renewal activities/points required)

- A. Evaluating Professional Growth.** Competent music teachers continually evaluate their personal teaching philosophy. They regularly assess their teaching and professional growth to expand their knowledge and improve their teaching.
- B. Continuing Education.** Competent music teachers enhance their understanding of current pedagogical materials and methods, technology and business management through continuing education.

## Standard IV: Professionalism and Partnerships—Category A: Contributing to the Profession

	<i>Activity</i>	<i>Points Available</i>	<i>Points Earned</i>
1.	Volunteer work as national, state or local monitors, administrators and scorers	1/2 point/renewal period for a minimum of 8 hours work	
2.	Adjudication of national, division, state or local festivals/competitions (including MTNA, NFMC, Guild)	1 point/day of judging (maximum of 3 points/year)	
3.	Presentation for local/state/national event of music/education workshop, lecture, lecture/recital	1 point/event	
4.	Serve as committee chair for task force of local/state/national music advocacy event	1 point/event	
5.	Serve in an elected or appointed position in a professional music association such as MTNA, MENC, NFMC, ASTA at the national, state or local levels	1 point/year of term	
6.	Publication of music, music article, music text, music software or other audio/visual material in state/national music journal	1 point/each different publication	
7.	Receiving a promotion, tenure or teacher recognition award from an academic institution or professional music organization	1 point/award	
8.	Five different solo performances, signed and dated, that total 60 minutes	1 point/five different performances	
9.	Mentoring new MTNA Professional Certification candidate	1 point/successful candidate	
10.	Mentor for MTNA new member mentoring program	1 point/new member	
11.			

## Standard IV: Professionalism and Partnerships——Category B: Building Partnerships

	<i>Activity</i>	<i>Points Available</i>	<i>Points Earned</i>
1.	Collaborative partnership with school-based ensembles at local/state/national contests	1 point/year	
2.	Collaborative partnership on solo recital (minimum 45–60 min. with not more than six performers)	1 point/different performance	
3.	Collaborative performance with other art disciplines (ballet classes, pit orchestra)	1 point/event	
4.	Observation and evaluation of teacher colleagues	1 point/every four evaluations	
5.	Participation in five different ensemble recital performances (duo, duet, chamber, keyboard orchestra; signed and dated, that total 60 minutes)	1 point/five different performances	
6.	Organize community activity to provide financial support for music programs	1 point/activity	
7.			
<b>Sub-Total Points for Standard IV (Minimum of 1):</b>			

## Standard V: Professional and Personal Renewal—Category A: Evaluating Musical Growth

	<i>Activity</i>	<i>Points Available</i>	<i>Points Earned</i>
1.	Five different students' signed and dated evaluations in adjudicated performance/composition festivals or competitions <hr/>	<u>1 point/each five different students <i>per year</i></u>	<hr/>
2.	Student/studio participation in MTNA Studio Festival Program <hr/>	<u>1 point/each five different students <i>per year</i></u>	<hr/>
3.	Student/studio participation in MTNA Music Achievement Award Program <hr/>	<u>1 point/each five different students <i>per year</i></u>	<hr/>
4.	Student solo or ensemble recital of significance, such as senior recital (not annual studio recital) <hr/>	<u>1 point/each different recital</u>	<hr/>
5.	Students named as winner, runner-up, alternate or honorable mention in performance or composition competitions at the state or national level <hr/>	<u>1 point/each different student in competitions</u>	<hr/>
6.	Five different students participating in non-adjudicated festivals, jams, musical marathons, master classes, monster concerts, composer festivals and so forth <hr/>	<u>1 point/five different students in different non-adjudicated events <i>per year</i></u>	<hr/>
7.	<hr/>	<hr/>	<hr/>
8.	<hr/>	<hr/>	<hr/>

## Standard V: Professional and Personal Renewal—Category B: Continuing Education

	<i>Activity</i>	<i>Points Available</i>	<i>Points Earned</i>
1.	Music/education/technology/industry/business management workshop or seminar	up to 4 hours or 1/2 days, 1/2 point/workshop; 4–7 hours or a full day, 1 point/workshop	
2.	Read and summarize/discuss four professional books/journal articles	1 point/every four different	
3.	Attendance at state/national/pedagogical conference	1 point/day of conference	
4.	Attendance at local pedagogical programs	1 point/every four different programs/year	
5.	University/college credit course in music or related field or CEU	1 point/credit hour or per one CEU	
6.	Private (applied) music study	1 point/credit hour or eight one-hour lessons	
7.	Complete the three MTNA Assessment Tools for the Independent Music Teacher: Self-Assessment, Peer Assessment and Client Assessment	1 point/year	
<b>Sub-Total for Standard IV (Minimum of 1):</b>			
<b>Sub-Total for Standard V (Minimum of 1):</b>			
<b>Total Points (Minimum of 3):</b>			

I hereby verify that I have participated in and earned all points claimed in this Documentation Form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date