

STUDENT AFFILIATE MEMBERSHIP REGISTRATION INSTRUCTIONS & PAYMENT FORM

1. Sign in on tmta.org. A blue sign-in button is available on the upper right hand corner.
2. Once you sign in, the list of your students will appear.
3. Click the Edit button next to the student's name.
4. Choose the **current grade level** for the student.
5. In the notes section for each student enrolling in SA, type in SA 2016 or Student Affiliate 2016.
6. Select "Student is Homeschooled," if applicable.
7. Students participating in TMTA events throughout the year (such as Ensemble, Composition, Publication, Performance, etc.) eventually need to have parent name, email, address, and phone number information.
8. Students who will participate only in the Theory or World of Music Test do not need further contact information.
9. If you are adding a new student who is transferring from a teacher in another association, please contact Abby in the TMTA office at Abby.TMTA@gmail.com.
10. You may add **new** students who are **not** transfers from another association. Click on **Save Student** when done editing.
11. **Teachers must inform the Local SA chair of any students who have transferred from another TMTA teacher within their association. Do NOT enter transfer students as new students. The Local SA Chair will transfer the student to the new teacher's list.**
12. Send a note with your check that lists any transfer students from another association or any students transferring from you to a teacher in another association.

MAIL to Hannah Gronseth, 154 Rustic Colony Lane, Dickinson 77539

Teacher Name	
Email	
Date	
Number of returning SA students	
Number of new SA students	
Number of Transfer students	
Total Number of Registrations	
Fees	
\$10 until September 24	
\$12 from September 25 - January 24	
\$16 January 25 - March 27	
Total Amount of Check	