
2024-2025

Oregon School Activities Association

Choir Handbook



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<http://www.osaa.org>

How to find information in the Choir Handbook

*This handbook can be found on the OSAA website. Wording that has been changed from previous years is indicated by **bold italic** lettering. Linked references to other sections are **shaded** and Questions and Answers are shaded.*

OSAA Mission Statement

The mission of the OSAA is to serve member schools by providing leadership and state coordination for the conduct of interscholastic activities, which will enrich the educational experiences of high school students. The OSAA will work to promote interscholastic activities that provide equitable participation opportunities, positive recognition and learning experiences to students, while enhancing the achievement of educational goals.

Non-Discrimination Policy

(Executive Board Policies, Revised July 2019)

- A. The Oregon School Activities Association does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in the performance of its authorized functions, and encourages its member schools, school personnel, participants and spectators to adopt and follow the same policy.
- B. A claim of discrimination against a member school shall be brought directly to the member school of concern.
- C. Any party that believes he/she has been subjected to an incident involving discrimination or discriminatory harassment at an OSAA sanctioned event, may submit a written complaint through the online complaint process provided on the OSAA website ([Complaint Form](#)). When the coaches, players students, staff or spectators of any members school engage in discriminatory behaviors, or act in a manner disruptive to the school environment, or cause disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sanctioned by the Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association. See **Rule 3, "Contests – Sportsmanship – Crowd Control"** for additional information.

OSAA Sportsmanship Statement

Interscholastic activities are an integral part of the educational curriculum and experience. High school activities promote the character development of participants, enhance the educational mission and promote civility in society. Therefore, student-athletes, coaches, spectators and all others associated with high school activities programs and events should adhere to the fundamental values of respect, fairness, honesty and responsibility. These values should be established as a priority among all OSAA member high schools.

It is the responsibility of each member high school to establish policies for sportsmanship and ethical conduct consistent with the educational mission and goals of that school and to continually educate students, coaches, teachers, parents and all involved about those policies.

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CHOIR PLAN

1. SEASON DATES

First Practice Date	August 19
First Contest Date.....	August 29
Registration Form Available	8am / February 18
Registration Form Submission Deadline/Cutoff Date	11:59pm / April 19
Registration Supplemental Materials Submission Deadline	4pm / April 23
Championship Schedule Post Date	April 30
2A/1A, 3A State Championships	Thursday, May 8
4A, 5A State Championships	Friday, May 9
6A State Championship	Saturday, May 10

2. STATE CHAMPIONSHIP INFORMATION

A. **Staff Contact:** Kelly Foster, Associate Director, 503.682.6722 x233, kellyf@osaa.org

B. **State Championships Posting Timelines:**

1) **Registration Information:** <https://www.osaa.org/activities/cho/>

The Registration Form will be available on the OSAA website by **8am on Tuesday, February 18, 2025**. Form submission deadline for all qualifying groups is **11:59pm on Saturday, April 19, 2025**. Deadline for supplemental registration materials to arrive at the OSAA office is **4pm on Wednesday, April 23, 2025**.

2) **Athletic Director, Group Director and Spectator Information:** <https://www.osaa.org/activities/cho/>

Detailed information regarding the Choir State Championships will be posted on the OSAA website by 4pm on **Thursday, April 24, 2025**. It is essential that participating groups and individuals access this information prior to the state championships. Included will be information regarding where to purchase tickets, ticket prices, parking, maps, souvenir merchandise, etc.

3) **Championship Schedule:** <https://www.osaa.org/activities/cho/>

The Championship Schedule will be posted by noon on **Wednesday, April 30, 2025**. This schedule contains the performance order, team photo schedule, check-in time, practice schedule and performance time. Check the OSAA website frequently prior to the State Championships for any schedule changes.

3. STATE CHAMPIONSHIP DATES AND LOCATIONS:

A. **Finals:** Thursday – Saturday, May 8-10.

B. **Location:** LaSells Stewart Center, Oregon State University, 875 SW 26th Avenue, Corvallis, OR 97333.

OSAA MUSIC RULES (Excerpt OSAA Handbook, Rules)

The Music Rules for the Association are the same as the Rules listed in the OSAA Handbook with the following exceptions:

1. Rule 1 – Responsibility of the Member School and Principal

1.4. Athletic Director and Coach Certification. Certification of Coach Eligibility does not apply to music directors.

1. Q. Must an authorized representative be present with each group or participant at each music event?

A. Yes, the principal or their authorized representative must be present at each music event.

2. Rule 2 – Officials

2.1. The Band/Orchestra, Choir and Solo Music Handbooks shall govern the adjudicating of all competitive state music events and OSAA League/Special District and/or OMEA District qualifying events.

2.2. Adjudicators for state events shall be recommended by the State Championships Directors. The OSAA shall approve adjudicators for state events.

2.3. Adjudicators for OSAA League/Special District and/or OMEA District qualifying events shall be selected by local contest chair.

1. **Q.** Must OSAA Leagues/Special Districts and/or OMEA Districts, invitational or local contests and festivals follow the Band/Orchestra, Choir and Solo Music Handbooks in their contest format?
 - A. Only if they wish to enable schools to qualify for a state event. The handbook format has flexible recommendations that could be used regardless of local festival philosophy or needs, e.g., competitive vs. non-competitive.

2. **Q.** Must all adjudicators be selected from the OMEA "approved" lists?
 - A. No, unless schools wish to qualify for a state event. If state qualification is desired, certified adjudicators must be used. Exceptions may be made for out-of-state adjudicators by OSAA approval.

3. Rule 3 – Contests – Sportsmanship – Crowd Control

1. **Q.** Would full member schools be permitted to participate with OSAA schools that have not elected to participate in state music competitions?
 - A. Yes.

2. **Q.** May a band and choir from the same school participate in the state band and choral events?
 - A. Yes. They are separate activities. A school may also enter both a full and a string orchestra.

NOTE: Rule 4 and Rule 5 are the same as stated in the Rules section.

6. Rule 6 – Association Sports / Activities.

- 6.6. Music events sanctioned by the OSAA may take place throughout the Association Year.
- 6.8. There shall be no limits on the number of music events in which schools may participate, other than those imposed by the individual school districts.

1. **Q. (Solo Music Only)** Must league, invitational or local music activities be registered by OSAA?
 - A. Music events in Oregon involving Oregon schools only shall be registered with OMEA and acknowledged by OSAA. Music events in Oregon involving out-of-state schools must apply to the OSAA for interstate sanction; application forms are available from the OSAA.

7. Rule 7 – Out-of-Season and Non-School Activities

- 7.1. Individuals and groups of students from a member school may participate in summer instructional, recreational, or competitive music programs, except during Moratorium Week.

8. Rule 8 – Individual Eligibility

Individual eligibility rules to be satisfied by a music student in order to represent their full member school in competitive Choir, Band and Orchestra music activities are the same as for any other OSAA sport or activity with the following additional rules.

- 8.1. **School Music Class Participation Requirement.** An eligible music student shall be enrolled in the class for an appropriate performing ensemble at the full member school to participate in competitive Choir, Band and Orchestra music activities.

EXAMPLES:

Vocalists shall be enrolled in a choir class.

Woodwind/Brass/Percussion players shall be enrolled in a band class.

String players shall be enrolled in a string/orchestra class or band class in the case of double bass players performing with a band or if a school does not offer a strings class.

Vocalists performing a vocal part with a band / orchestra shall be enrolled in the band, orchestra or choir class.

- 8.2. **3A, 2A, 1A Band/Orchestra/Choir Exception.** For 3A, 2A and 1A schools, students in the 7th and/or 8th grades of feeder schools may represent the high school they will be attending in Choir, Band and Orchestra competitions.

1. **Q.** If a student musician is not enrolled in the "appropriate performance ensemble" class available at the full member school, may that student musician participate at the league large group (Choir, Band, Orchestra) music contest or OSAA large group (Choir, Band, Orchestra) music contest representing the school?
 - A. No.

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- 2. Q.** Must a home school or Associate Member school student be enrolled in the “appropriate performance ensemble” at their resident public school to be eligible for competitive Choir, Band and Orchestra music activities?
- A.** Yes.
- 3. Q.** Must a student participating in an event which the school will use to qualify for state competition be eligible to participate in that event?
- A.** Yes.
- 4. Q.** If a student musician is not enrolled in the “appropriate performance ensemble” class available at the full member school they wish to represent, may that student musician participate at the OMEA district or OSAA Solo Music State Championships representing that school?
- A.** Yes, provided they meet all other OSAA eligibility requirements. There is no music class requirement for Solo Music participation.
- 5. Q.** What are examples of competitive music activities at which attendees are required to satisfy OSAA individual eligibility rules?
- A.** Any performance at which judges/adjudicators declare a winner and publish rankings of performance that include the identification of the performers is considered a music competition regardless of whether the performance is by a group or is a solo performance.
- 6. Q.** What are examples of music performances that are not considered competitions, so the OSAA individual eligibility rules would not apply?
- A.** If communicated to the event organizer in advance of the performance, a performance by a group or soloist is not considered a music competition if:
- 1) there are no judges / adjudicators present or,
 - 2) judges / adjudicators are present, and performers receive “comments only” (no score is given) or,
 - 3) judges / adjudicators are present, scores are given but no winner is declared, and no recap sheet of any kind is published.
- However, if a group or soloist is performing at an event of this kind with the intent of qualifying for OSAA state level competition that group’s or soloist’s performance would be considered a competition and individual eligibility rules would apply. School music performances such as concerts, pep assemblies, football games, etc. are not considered music competitions, nor are pep band performances at the lower classification basketball championships where community representatives sometimes provide awards.
- 7. Q.** Do OSAA individual eligibility rules apply only to a school’s top group/students (Solo Music / Choir / Band / Orchestra)?
- A.** No. Any group or student who participates in a competitive Solo Music, Choir, Band and Orchestra music activity is governed by OSAA individual eligibility rules regardless of the performance level.

CHOIR HANDBOOK

1. Eligibility. The OSAA Director responsible for the activity shall verify the eligibility of each group applying to participate in state championships.

1.1. School Eligibility.

1.1.1. A school must be a member of an OSAA League or Special District in order for a group from that school to be designated the winner of that OSAA League or Special District.

1.1.2. A school must be registered in the designated music activity with the OSAA prior to competing. Failure to do so is a violation of OSAA policy and will result in Executive Board sanction(s).

1.2. Individual Student Eligibility. Individual eligibility rules to be satisfied by a music student in order to represent his or her full member school in competitive choir music activities are the same as for any other OSAA sport or activity with the following additional rules.

1.2.1. School Music Class Participation Requirement. An eligible music student shall be enrolled in the class for *an* appropriate performing ensemble at the full member school to participate in competitive Choir, Band and Orchestra music activities.

EXAMPLES:

Vocalists shall be enrolled in a choir class.

Woodwind/Brass/Percussion players shall be enrolled in a band class.

String players shall be enrolled in a string/orchestra class or band class in the case of double bass players performing with a band or if a school does not offer a strings class.

Vocalists performing a vocal part with a band / orchestra shall be enrolled in the band, orchestra or choir class.

1.2.2. 3A, 2A, 1A Choir Exception. For 3A, 2A and 1A schools, students in the 7th and/or 8th grades of feeder schools may represent the high school they will be attending in choir competitions.

1.3. Accompanist Eligibility. Choir championship instrumental accompanists may consist of up to 12 eligible students. If band and orchestra instruments are used as accompaniment, the players must be enrolled in their corresponding ensemble if one exists. A pianist may be an adult and / or an eligible student not enrolled in the class. The group's director may play piano or an accompanying instrument.

1.4. Penalty for Use of Ineligible Participant. Use of an ineligible participant shall disqualify the group all events in which the ineligible student participated.

2. Participation.

2.1. Multiple Participation.

2.1.1. School.

(a) State Qualifying Event. A school may enter as many concert groups as it wishes in a State qualifying event but must designate in advance which group is seeking State qualification. Additional groups may perform and be evaluated at the State qualifying event but shall not be eligible for State qualification. No school may apply for more than one choir to participate in the state championships.

(b) State Championships. Each school may enter only one choir.

2.1.2. Student. Students may be entered in only one like group on the same voice.

2.2. Divisions. There shall be five divisions (6A, 5A, 4A, 3A and 2A/1A) for concert choirs. School music classifications are determined by OSAA the same as in athletics.

2.3. Group Size. There shall be no restrictions on the size of 4A, 3A or 2A/1A classification groups. 6A and 5A schools must qualify and compete with their large concert ensemble; chamber choirs are not permitted.

3. Qualification for State Championships.

3.1. Definition of OSAA League/Special District Contest. All references to “leagues” or “Special Districts” in this handbook are referring to OSAA Leagues or Special Districts. An OMEA District Contest DOES NOT count as an OSAA League or Special District Contest for the purpose of automatic qualification. However, if there is no OSAA League or Special District Contest, the OSAA League or Special District members may by vote designate an OMEA District Contest or another League or Invitational Contest to serve as the OSAA League or Special District Contest for the purpose of determining an automatically qualifying OSAA League or Special District winner.

3.1.1. If the OSAA League or Special District members vote to designate an OMEA District Contest as an event where an automatic qualifier will be selected, there must be at least two schools at that classification level in order for one of the schools to automatically qualify for the State Championship.

3.2. Any group wishing to perform at the Choir State Championships shall have qualified for participation by performing at an OSAA League/Special District or a qualifying contest such as an OMEA District or Invitational contest that satisfied the requirements specified in this Handbook.

3.3. Automatic Qualifiers.

3.3.1. A choir that meets all three of the following criteria will be an automatic qualifier if all other requirements are satisfied:

- (a) Win the OSAA League/Special District Contest **where there are two or more competing schools receiving scores**; AND
- (b) Receive at least two “I” ratings (81 or higher) from certified adjudicators using the appropriate evaluation scale for the school classification at the OSAA League/Special District Contest, AND
- (c) Receive an average score of 85 or higher from the three ACDA-certified performance adjudicators at the OSAA League/Special District Contest.
- (d) Directors are responsible to meet registration deadline, including submission of registration form, required support material and verifying accuracy of all materials prior to submission.

3.4. Tape* Pool Qualifiers. *NOTE: For the purposes of this rule, “tape” refers to a video recording.

3.4.1. A maximum of 24 - 6A choirs, 12 – 5A choirs, 12 – 4A Choirs, 10 – 3A Choirs and 12 - 2A/1A choirs shall be scheduled to perform at the state championship. After all automatic qualifiers have been scheduled, the additional performance opportunities shall be provided to choirs selected from a tape pool.

- (a) Any choir that received at least two “I” ratings (81 or higher) from certified adjudicators at a qualifying contest is eligible to apply to be placed in the tape pool from which the remaining Choir State Championships performing groups are selected.
- (b) All choirs placed in the tape pool but not selected to perform shall be recognized by the OSAA for the honor of consideration for state level participation.

3.4.2. Recorder Malfunction. In the case of a malfunction by the equipment recording a qualifying performance, an alternative recording may be submitted for tape pool consideration if the conditions under which the alternative recording was created are approved in advance by the OSAA. The OSAA shall grant permission only if the conditions under which the alternative recording is produced are as similar as feasible to those of the original qualifying performance.

3.4.3. Tape Pool Review Process. Tape pool entries shall be reviewed and timed by at least two qualified out-of-state adjudicators.

- (a) **OSAA League/Special Districts Results Adjustment.** If a group is not selected to perform at State by the tape pool adjudicators, and that group received a higher combined score from the OSAA League/Special District live performance adjudicators than a group from the same OSAA League/Special District which was selected to perform at State by the tape pool adjudicators, the following adjustment shall be made. Any group(s) that received a higher combined score from the OSAA League/Special District live performance adjudicators but were not selected to

perform at State by the tape pool adjudicators shall be inserted by contest administrators into the list selected to perform at State. This shall be done by replacing the lowest ranked group(s) from the live performances for that OSAA League/Special District that were previously on the tape pool adjudicator's list selected to perform at State. Once OSAA League/Special District results adjustments, if any, have been made by the contest administrators, the results of the Tape Pool Review Process shall be released.

(b) Notification. The results of the tape pool selection process shall be posted on the OSAA website, <https://www.osaa.org/activities/cho/>, as soon the results become available.

4. State Qualifying Event Rules & Procedures.

4.1. Philosophy.

4.1.1. Large group festivals or contests such as OSAA League or Special District Contests, OMEA District Contests and Invitational Contests provide an opportunity for school performing groups to be evaluated against a standard of excellence. They also provide an opportunity to qualify for the Choir State Championships.

4.1.2. This format provides flexibility for differing philosophies among OSAA League or Special District, but certain requirements must be followed if groups wish to qualify for the state championships. The Large Group Festival / Contest is, however, designed to be an educational activity in itself through providing groups with an independent written and / or verbal critique of their performance strengths and weaknesses.

4.2. Entry Fees. A school must pay the entry fees determined by the State Qualifying Event Contest Director.

4.3. Performance Order. Performance order shall be scheduled randomly to the extent possible.

4.4. Literature.

4.4.1. Required Literature. Each group shall perform one selection from the appropriate level ***Oregon ACDA Repertoire Lists***. Higher-level music may also be used.

(a) EXCEPTION: A substitute selection to a required music list piece may be used if written permission is obtained from the Oregon ACDA Literature Chair ***by the posted deadline***.

(b) PENALTY: A group, which does not perform a selection from the ***Oregon ACDA Repertoire Lists*** or a selection approved by the Oregon ACDA Literature Chair, shall be ineligible for consideration to participate in the state championships.

4.4.2. Once stage timing begins, everything that takes place, including tuning and warm-up chorales, is considered to be part of the performance and may be considered by adjudicators when assigning scores.

4.4.3. Director Introduction. Before stage time begins, the director is encouraged to announce repertoire selections and background information in order to give education and cultural context to the program. Alternatively, choirs may include introductions to the pieces during the timed performance.

4.5. Musical Scores. Three complete original scores or authorized copies of all music performed must be presented to the adjudicators.

4.5.1. Score measures must be consecutively numbered.

4.5.2. Scores must be labeled with school name and classification.

4.5.3. Penalty for provision of unauthorized photocopied scores to adjudicators. U.S. Copyright laws prohibit the use of photocopies unless approval is obtained from the publisher or their agent. The penalty for the provision of unauthorized photocopies shall be disqualification of the group from consideration for State participation.

4.6. Time Limits.

- 4.6.1. Maximum Time Onstage.** Choirs shall have 20 minutes to enter, perform and exit the stage. Each group must perform during its assigned time and adhere strictly to the time limit. This time will begin after the director's introduction of the pieces.
- (a) Onstage time shall begin with the first step on the stage or first note of music (whichever occurs first) and shall end when the last participant steps off the stage.
 - (b) **Maximum Time Limit Violations – Penalty.** Groups exceeding the maximum allowed time onstage shall have five points deducted from the combined total of the points awarded by the adjudicators.
- 4.6.2. Minimum Performance Time Limit.** Only actual music performed shall be timed; time between movements or selections shall not be included in the total time.
- (a) Choirs shall perform at least 12 minutes of music.
 - (b) **Minimum Time Limit Violations – Penalty.** Violation of the minimum performance time limit rules shall disqualify the group from consideration for State participation.
- 4.7. Adjudication.**
- 4.7.1. Adjudication Forms.** Oregon American Choral Directors Association (ACDA) adjudication forms shall be used. Forms are available for download from the OSAA website, <https://www.osaa.org/activities/cho/>.
- 4.7.2. Criticism.**
- (a) **Written.**
 - (1) Criticism shall be of a length and nature so as to aid in improving the performance.
 - (2) Criticism should correlate with the scores awarded.
 - (b) **Oral.** Oral criticisms are permitted and encouraged but must not be a substitute for written criticisms unless recorded.
 - (c) **Recorded Adjudicator's Comments.** Electronic-recorded criticism may be given in lieu of detailed written criticism.
- 4.7.3. Number of Adjudicators.** Three ACDA-certified performance adjudicators must be used at State qualifying events.
- 4.8. Sight-Reading Event (Optional).**
- 4.8.1. Philosophy.** Sight-reading scores do not count toward state championships qualification; however, an OSAA League/Special District may choose to include the sight-reading score as a factor in the determination of the OSAA League/Special District winner.
- 4.8.2. Music.**
- (a) **Grade.** Sight-reading music shall be one grade lower than the group's division.
 - (b) **Selection of Music.** Sight-reading music shall be selected and furnished by the sight-reading adjudicator or the festival / contest chair if their group is not performing at the festival.
- 4.8.3. Ratings.**
- (a) Sight-reading event scoring and rating shall be kept separately from the concert scoring and rating but may be used in determining total points in competitive contests.
 - (b) A 60-point Sight-Reading Evaluation Form shall be used for choirs. Forms are available for download from the OSAA website, <https://www.osaa.org/activities/cho/>.
- 4.8.4. Sight-Reading Room Procedure.** (See State Championships Rules and Procedures)
- 4.8.5. Adjudication.**
- (a) Written comments shall be made in such a way as to aid in the improvement of the overall performance of the organization.
 - (b) The relative strengths of the various phases of performances shall be indicated.

- (c) Constructive verbal comments may be made, but the adjudicator may not rehearse the group or ask them to play passages again.

4.9. Awards.

- 4.9.1. Ranking shall be determined by the adding of scores of the three ACDA-certified performance adjudicators. An OSAA League/Special District may also choose to include the sight-reading score as a factor in the determination of the OSAA League/Special District placement.
- 4.9.2. An optional sight-reading award may be given.
- 4.9.3. Rankings shall not be posted but will be given to directors.
 - (a) **RECOMMENDATION:** OSAA Leagues/Special Districts may determine whether names of schools shall be included on this sheet, or numbers only.

4.10. Responsibilities of State Qualifying Event Contest Director.

- 4.10.1. **Communicate the Contest Date, Location and Entry Fees to Schools. In order for a league / district to use an event as an automatic qualifier, all schools must have the opportunity to compete.** The date must be set to allow ample time for state qualifying groups to submit Registration Forms and materials to the OSAA to be received by the OSAA established deadlines found on the OSAA website, <https://osaa.org/activities/cho/>.
- 4.10.2. **Arrange for Certified Adjudicators.** To maximize opportunity for State qualification, three performance adjudicators should be provided at State Qualifying Events. In order for groups to qualify for the state championships, all three-performance adjudicators must be certified by the respective directors' association for that activity (ACDA). Only scores from certified adjudicators may be used for qualification.
- 4.10.3. **Arrange for the Required Adjudication Forms.** Oregon American Choral Directors Association (ACDA) adjudication forms shall be used. Forms are available for download from the OSAA website, <https://www.osaa.org/activities/cho/>.
- 4.10.4. **Confirm that each group seeking to qualify for State has performed at least one selection from the Required Literature List.** Each group shall perform one selection from the appropriate level current required state music lists. Higher-level music may also be used. **EXCEPTION:** A substitute selection to a required music list piece may be used if written permission is obtained from the Oregon ACDA Literature Chair two weeks before a qualifying OSAA League/Special District, OMEA District or festival event. **PENALTY:** A group, which does not perform a selection from the Required Literature List, or a selection approved by the Oregon ACDA Literature Chair, shall be ineligible to participate in the state championship.
- 4.10.5. **Arrange for Performance Timing.** See 4.6 Time Limits earlier in this section. (Multiple timekeepers are recommended.)
- 4.10.6. **Arrange for Performance Recordings.** In order to allow groups to submit recordings to satisfy state championships tape pool-qualifying procedures, ALL FESTIVAL / CONTEST CHAIRS MUST PROVIDE VIDEO RECORDING SERVICES.
 - (a) For the purposes of this rule, "tape" refers to a video recording.
 - (b) A video recording of the performance shall be provided.
- 4.10.7. **Confirm OSAA League/Special District SOP (Standard Operating Procedures) to Break Possible Ties for OSAA League/Special District Championship.** Only one automatic qualifier may be designated from each OSAA League/Special District. OSAA Leagues/Special Districts must be prepared to either break ties in the case of a tie for the championship or forfeit the automatic qualifying position and have both groups placed in the tape pool.
- 4.10.8. **Immediately Following the Contest, Submit a Copy of the Large Ensemble Report to the OSAA.** Forms are available on the OSAA website, <https://www.osaa.org/activities/cho/>.

5. State Championship Registration.

- 5.1. Directors are responsible to meet registration deadline, including submission of registration form, required support material and verifying accuracy of all materials prior to submission.
- 5.2. Directors', whose groups qualify to participate in the state championships, shall apply to the OSAA using the Registration Form available on the OSAA website, <http://www.osaa.org/activities/cho/>.
- 5.3. The Registration Form as well as any required recordings or other support materials must be received by the OSAA by the dates indicated on the OSAA website <http://www.osaa.org/activities/cho/>. LATE REGISTRATION FORMS OR SUPPORT MATERIALS SHALL NOT BE ACCEPTED.
- 5.4. **Materials to be submitted to the OSAA for State Championships.**
 - 5.4.1. **Automatic Qualifiers.**
 - (a) Completed registration form.
 - 5.4.2. **Tape Pool Qualifiers.**
 - (a) Completed registration form.
 - (b) Video recording from the State qualifying event via an online submission process determined by the OSAA.

6. State Championships Rules and Procedures.

- 6.1. **Philosophy.**
 - 6.1.1. This event is a limited championship to recognize musical excellence in Oregon's most outstanding high school choirs. It provides an opportunity for these accomplished groups to perform before each other and the public as a showcase representing the highest level of high school musicianship in the state.
 - 6.1.2. This event aims to provide a stimulating and educational experience for student musicians and their directors, as an extension of their local instructional program. Qualifying to perform indicates a high level of achievement in music, and further recognition shall be afforded those groups who receive awards.
- 6.2. **Place and Date.** The Choir State Championships shall be held on a date and at a site designated by the OSAA.
- 6.3. **Group Performance Order.** Group performance order shall be set by the OSAA. The OSAA will consider requests made by school administrators for general performance times (i.e., "as early as possible," "mid-morning," "afternoon," etc.) for groups with school event conflicts, special travel considerations due to distance, etc. Requests must be sent by email prior to the performance order posting date. However, it may not be possible to honor all requests. Order shall be scheduled randomly to the extent possible.
- 6.4. **Literature.**
 - 6.4.1. **Required Literature.** Each group shall perform one selection from the appropriate level **Oregon ACDA Repertoire Lists**. Higher-level music may also be used.
 - (a) **EXCEPTION:** A substitute selection to a required music list piece may be used if written permission is obtained from the Oregon ACDA Literature Chair **by the posted deadline**.
 - (b) **PENALTY:** A group, which does not perform a selection from the **Oregon ACDA Repertoire Lists** or a selection approved by the Oregon ACDA Literature Chair, shall be ineligible for consideration to participate in the state championships.
 - 6.4.2. Once stage timing begins, everything that takes place, including tuning and warm-up chorales, is considered to be part of the performance and may be considered by adjudicators when assigning scores.
 - 6.4.3. **Director Introduction.** Before stage time begins, the director is encouraged to announce repertoire selections and background information in order to give education and cultural context to the program. Alternatively, choirs may include introductions to the pieces during the timed performance.

- 6.5. Musical Scores.** Three complete original scores or authorized copies of all music performed must be presented to the adjudicators.
- 6.5.1.** Score measures must be consecutively numbered.
 - 6.5.2.** Scores must be labeled with school name and classification.
 - 6.5.3.** Penalty for provision of unauthorized photocopied scores to adjudicators. U.S. Copyright laws prohibit the use of photocopies unless approval is obtained from the publisher or their agent. The penalty for the provision of unauthorized photocopies shall be disqualification of the group from consideration for State participation.
- 6.6. Time Limits.**
- 6.6.1. Maximum Time Onstage.** Choirs shall have 20 minutes to enter, perform and exit the stage. Each group must perform during its assigned time and adhere strictly to the time limit. This time will begin after the director's introduction of the pieces.
 - (a)** Due to time constraints, tuning should take place in the warm-up room, rather than Onstage.
 - (b)** Onstage time shall begin with the first step on the stage or first note of music (whichever occurs first) and shall end when the last participant steps off the stage.
 - (c) Maximum Time Limit Violations – Penalty.** Groups exceeding the maximum allowed time onstage shall have five points deducted from the combined total of the points awarded by the adjudicators.
 - 6.6.2. Minimum Performance Time Limits.** Only actual music performed shall be timed; time between movements or selections shall not be included in the total time.
 - (a)** Choirs shall perform at least 12 minutes of music.
 - (b) Minimum Time Limit Violations - Penalty.** Groups failing to perform for the minimum time shall have five points for the first 30 seconds or portion thereof under-time, and an additional five points for each subsequent 30 seconds or portion thereof under-time, deducted from the combined total of the points awarded by the adjudicators.
- 6.7. Sight-Reading.** Each group shall sight read in accordance with sight-reading rules found in this Handbook. NOTE: All members of the performing group shall be required to sight-read. Failure to satisfy this requirement shall result in the disqualification of that group from consideration for award or recognition.
- 6.8. Sight-Reading Room Procedures**
- 6.8.1.** After the groups have seated themselves in the sight-reading room, the adjudicator may give the choir a few words of greeting and welcome, then read the following:

“Before you perform the sight-reading exercises, ***you should be reminded that*** the director may not mouth any ***sof  ge syllables***, words, or use Curwen hand signs as a part of their conducting. Students may conduct themselves ***and*** may use Curwen hand signs during study and / or performance times. Your director’s role, once you begin, will be to give starting pitches and tempos, and to start and visually conduct the choir during the performance of each exercise. Are there any questions?”

Adjudicator: “Your director may not sing, tap, conduct, speak rhythms, or vocal lines in time to you; they may only tell you what to watch for. Director infractions will result in a score of zero for that exercise. e.g., “Watch for the dotted rhythm in this measure,” or “notice the la to do interval in that measure,” are acceptable, but speaking sof  ge syllables in rhythm or singing any pitches would be grounds for a score of zero for that exercise. Students may not audibly sing, tap, snap, clap, or speak rhythms in time during this or any discussion period upon penalty of a five-point deduction from your score. Students may ask questions of the director but may not talk to each other. Are there any questions?”

The adjudicator will continue:

“You will now receive the sight-reading music. A folder of music is located under each of your chairs. Please pick up the folder under your chair ***and hold it in your lap until told to open it.***”

6.8.2. The adjudicator will continue:

"You and your director will have two minutes to study **all** four sight-reading exercises. Your director will study the score while out of view. Are there any questions?"

The adjudicator will give a copy of the music to the director and signal the adjudicator's assistant to begin timing the two-minute study period. **The** director will go to the hallway, behind a partition, or turn around so gestures are not seen by students. **The two-minute study period is silent.**

Adjudicator: "Take out the music from your folder and place the folder back under your chair. At no time during the two-minute study period may anyone talk or make any sounds."

6.8.3. At the end of the two-minute period, the adjudicator's assistant will say "Time!"

6.8.4. The adjudicator's assistant will time the one-minute discussion period and all succeeding discussion periods and say "Time!" at the end. The adjudicator will then say:

"The first exercise is for rhythm only. Your director will have one minute to discuss the first exercise with you. When the timer calls "Time!" you will speak or sing the first exercise using a rhythm system. **Your Director is expected to conduct using a beat pattern, and not only conduct the written rhythms.** Director, you may begin your discussion."

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6.8.5. Adjudicator: "The second exercise is a **unison** melody exercise. Your director will have one minute to discuss this exercise with you. **The Director may sing or play the tonic pitch. Students may then establish the key using a scale or chord pattern, without the director singing or playing along. The Director can then sing or play the first pitch of the exercise and continue the discussion.** When the timer calls "Time," **the director may once again play or sing the tonic pitch, and students may re-establish the key using a scale or chord pattern before performing, without the director playing or singing along. The Director can then sing or play the first pitch of the exercise. Students** will SING the melody using a neutral syllable, numbers, or solfège. Director, you may begin your discussion."

Timer calls "Time!"

CHOIR PERFORMS

6.8.6. Adjudicator: "The third exercise is a two-part exercise. Your director will have one minute to discuss this exercise with you. **The director may sing or play the tonic pitch. Students may then establish the key using a scale or chord pattern, without the director singing or playing along. The Director can then sing or play the first pitch for each part of the exercise and continue the discussion.** When the timer calls "Time," **the director may play or sing the tonic pitch, and students may re-establish the key using a scale or chord pattern before performing, without the director playing or singing along. The Director can then sing or play the first pitch for each part of the exercise. Students** will SING this exercise using a neutral syllable, numbers, or solfège. Director, you may begin your discussion."

Timer calls "Time!"

CHOIR PERFORMS

6.8.7. Adjudicator: "The fourth and final exercise is a four-part exercise. Your director will have two minutes to discuss this exercise with you. **The director may sing or play the tonic pitch. Students may then establish the key using a scale or chord pattern, without the director singing or playing along. The Director can then sing or play the first pitch for each part of the exercise and continue the discussion.** When the timer calls "Time," **the director may play or sing the tonic pitch, and students may re-establish the key using a scale or chord pattern before performing, without the director playing or singing along. The Director can then sing or play the first pitch for each voice part. Students** will SING this exercise using the printed **lyrics.** Director, you may begin your discussion."

Timer calls "Time!"

CHOIR PERFORMS

- 6.8.8.** After the sight-reading performance is complete, the adjudicator shall read the following statement:
“Please pick up the folder from under your chair, return the music to the folder and place the folder under your chair. All parts will be checked after you depart. If it is determined that **you or anyone from** your group removed any music from the sight-reading room, your school will be assessed a five-point penalty.”
- 6.8.9.** If time permits, the adjudicator may give verbal comments to the group on how to improve their ability to read music at first sight.
- 6.8.10.** The adjudicator shall dismiss the group when **it has been determined** that all folders have been placed back under the chairs.
- 6.8.11.** The adjudicator shall finish writing comments, tally the score and staple the score sheet to a copy of the music on which marks were made during the performance. As time allows, the adjudicator’s assistant will deliver the score sheets to the registration table for tally.
- 6.9. Warm-up.** Warm-up shall be allowed only in the designated warm-up area during the assigned warm-up time.
- 6.10. Adjudication.**
- 6.10.8. Quantity.** Three performance adjudicators and one sight-reading adjudicator shall adjudicate each group in the state championships.
- 6.10.9. Adjudicator Selection.** Adjudicators shall be recommended to the OSAA by the State Championship Director from current lists of certified adjudicators or qualified out-of-state adjudicators. At least one adjudicator for each division shall be from out-of-state.
- 6.10.10. Adjudication Forms.** Oregon American Choral Directors Association (ACDA) adjudication forms shall be used. Sample forms are available for download from the OSAA website, <https://www.osaa.org/activities/cho/>. Sets of the specific evaluation criteria used by adjudicators to complete the forms are available from the OSAA.
- 6.11. Criticism.** Each adjudicator shall provide written criticism. Electronic-recorded criticism may be provided in lieu of detailed written criticism.
- 6.12. Awards.**
- 6.12.8. Determination of Winners.** The three performance adjudicators’ scores plus the sight-reading score (if available) shall be totaled to determine the winners in each classification. In the case of a tie for any of the first four places, the groups shall tie for the upper place, the next place shall be skipped, and an additional trophy shall be ordered.
- 6.12.9. Awards.** Trophies shall be presented to the top 50% of the groups in a division up to a maximum of five awards per division.
- 6.13. Results Distribution.** Adjudicators’ comments shall be made available to directors following the awards assembly. A “masked” score array including score totals only with school names removed shall be posted on the OSAA website, <http://www.osaa.org/activities/cho/>.

OSAA GENERAL POLICIES

Note: For the purposes of this rule, "Coach" refers to "Director."

RULES

Rule 3 – Contests – Sportsmanship – Crowd Control

See RULES - Athletic, Cheerleading and Dance/Drill "Rule 3-Contests-Sportsmanship-Crowd Control" in the OSAA Handbook.

Rule 7 – Out-of-Season and Non-School Activities

See RULES - Athletic, Cheerleading and Dance/Drill "Rule 7-Out of Season and Non-School Activities" in the OSAA Handbook.

EXECUTIVE BOARD POLICIES

1. **ADVERSE WEATHER CONDITIONS / AREA-WIDE EMERGENCY PROCEDURES**
See OSAA Executive Board Policy "ADVERSE WEATHER CONDITIONS/AREA-WIDE EMERGENCY PROCEDURES" in the OSAA Handbook, revised May 2020.
2. **MORATORIUM WEEK**
See OSAA Executive Board Policy "MORATORIUM WEEK" in the OSAA Handbook, revised May 2014.
3. **NON-DISCRIMINATION POLICY**
See OSAA Executive Board Policy "NON-DISCRIMINATION POLICY" in the OSAA Handbook, revised July 2019.
(Complaint Form)
4. **WITHDRAWAL DURING A COMPETITION**
See OSAA Executive Board Policy "WITHDRAWAL DURING A COMPETITION" in the OSAA Handbook.