

# Protocols

The following list of Regina Music Festival Association (RMFA) Protocols has been compiled to answer commonly asked questions. Please let us know if you have questions that are not answered here, or if you require clarification for any of the following.

1. Registration is online only through [Music Festival Suite](#).
2. Before a participant can register for classes, they must create a profile on the registration site. If they are under the age of 18, a parent/guardian AND the teacher must create profiles first. More information on this can be found on this Music Festival Suite [page](#).
3. If you have technical troubles, please contact the RMF Production Manager at [info@reginamusicfestival.com](mailto:info@reginamusicfestival.com) or 306-581-8929.
4. Registration opens December 15<sup>th</sup> and closes January 31<sup>st</sup> at 11:59pm.
5. Late registration will be accepted on February 1<sup>st</sup>, but will be charged at extra fee of 50% of the published registration fee. After February 1<sup>st</sup> no registrations will be accepted.
6. The RMFA uses the following definitions:
  - a. Discipline: Brass, Vocal, Piano, Musical Theatre, etc.
  - b. Session: The groups of performances into a specific date and then assigned to morning, afternoon or evening sessions.
  - c. Classes: The class of the performance as defined in the SMFA Syllabus and RMFA class addenda. Several classes may be scheduled in one session depending upon the number of participants.
7. The Saskatchewan Music Festival Association (SMFA) syllabus and RMFA class addenda can be found [here](#).
8. The registration site does not provide descriptions of classes (such as information on test pieces, time limits, number of selections permitted, etc). It is the responsibility of the registrant(s) to ensure they adhere to [SMFA regulations](#) and enter the correct classes with appropriate repertoire.
9. Refunds are not provided for cancellations for any reason.
10. Repertoire cannot be changed after the registration date (unless it is due to an error which is discovered during the scrutineering process in the first week of February). In the case of errors caught at a later stage, the participant can still perform but for adjudication only.
11. Special scheduling requests cannot be considered, except for choirs or other large ensembles.
12. Scheduling is complicated due to many factors. Great effort is made to avoid participants having excessive numbers of classes per session and to avoid conflicts for participants in multiple disciplines. Participants may be moved within a class (for instance, to first or last) in order to allow reasonable time between performances; however, a participant who is registered in multiple disciplines may not always be able to stay to the end of each class. In such cases, the written adjudication and their mark will be made available to them as soon as possible.

13. A detailed schedule of classes will be available by early March. If a participant cannot attend a scheduled class, please let us know as soon as possible.
14. The order of participants within a class may be changed upon the reasonable request of a participant or another party on their behalf. This can be arranged with the adjudicator's secretary for the class.
15. The order of classes in a session will not be changed.
16. Participants are responsible for making sure their accompanist is able to be at their class. If the accompanist has reasonable conflicts, they can ask to have participant order changed, but they cannot ask to have the time changed and should not require a class to wait UNLESS the conflict is due to an adjudicator running late (or early).
17. Photocopies are expressly forbidden and their use will disqualify the participant.
  - a. Our governing body, the [Saskatchewan Music Festival Association](#) (SMFA) states in their syllabus that an original or authorized copy of music must be provided and any use of unauthorized, altered or photocopied copyright music by competitors or accompanists in SMFA festivals will not be tolerated (page 14).
18. Verbal introductions prior to performance are not encouraged, except for the Canada West competition where it is required.
19. There are some timed competitions – Gordon Wallis, Gyro, Bradley Moore. If a competitor goes over time, they are stopped but not disqualified.
20. Competitors who are chosen for the Aitkins and Lions Competitions must play only repertoire that has been performed during the current Festival. Competitors are chosen by the adjudicators in Brass/Woodwinds, Piano, Strings and Vocal.
21. Regulations regarding scholarships may be found [here](#).
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