



OMTA Syllabus Adjudicator Application Guidelines

The requirements to become an effective Syllabus Adjudicator are:

- **National Certification–NCTM:** A “Nationally Certified Teacher of Music” (NCTM) certification requires a demonstrated knowledge of appropriate performance repertoire and practices as well as teaching experience with students of varying ages and abilities. More information about certification may be found here: <https://certification.mtna.org/>
- **Teaching Experience:** You must already have a working knowledge of OMTA Syllabus. Your use of the Syllabus program through teaching and preparing your students for exams is invaluable as you prepare to be an adjudicator.
- **Knowledge of Syllabus Repertoire:** Check the [Repertoire List](#) on the website to ensure that you have a good knowledge of the Syllabus Repertoire. If you have not entered students in each level of Upper Division Syllabus, please submit a Repertoire List of advanced level pieces in all five periods of music which you have taught/played.
- **Application:** Fill out the [Adjudicator Application Form](#), and include the two required recommendations, and submit it to the [Adjudicator Training Chair](#).
- **Training:** The Syllabus Adjudicator Training Chair manages the application, acceptance, and training of new adjudicators. Accepted applicants train with experienced members of the Syllabus adjudication staff through observations of real-time Lower and Upper Division evaluations, practice writing of comment sheets, and conferences with adjudicators. At the completion of the training, the applicant will adjudicate one Lower Division and one Upper Division Syllabus exam in front of a panel of adjudicators.
- **Acceptance into the program:** The adjudicator panel and the Adjudicator Training Chair will meet to determine whether the applicant is admitted as a new Syllabus Adjudicator. Upon successful completion of the training process, the applicant enters a two-year probationary period and will be assigned Syllabus dates to adjudicate.