

ARCHDIOCESAN INSTRUMENTAL AUDITION POLICY

Revised 9/15/2025

1. Students must participate in their own school band or orchestra in order to audition for All Catholic Band or Orchestra. If one of these organizations is not offered at the student's school, a director from another archdiocesan or private Catholic high school may sponsor him/her to audition with the understanding that the sponsoring director will attend and take part in all required auditions.
2. Students must attend a Catholic school in the archdiocese of Philadelphia.
3. **Before students audition they must be aware that, if chosen, they must attend the entire festival. They may not leave for SATs, mid-terms, sports contests, or any other personal or school activity. The host director may not excuse any student from any part of the festival. Any extremely extenuating circumstances must be handled by the host director and the curriculum committee chairperson.**
4. Directors must serve on the audition committee. If the director is not in attendance, his/her students will not be allowed to participate. In case of serious emergency (a school event that conflicts with auditions, death in the family), the director must send a qualified music teacher to substitute for him/her and serve on the audition committee.
5. An audition fee of _____ will be assessed for each student auditioning. The director must submit a check payable to the Office of Catholic Education on or before the day of auditions. The check must cover the audition fee of all their students. This financial obligation must be met by the date of auditions.
6. **It is each director's responsibility to post the audition solo list and scale and sight-reading requirements, to procure the audition music, in correct editions, in plenty of time for his/her students to prepare, and apprise students of all aspects of the auditions, as well as hearing and assessing if they are prepared for the audition.**
7. Registration for auditions will end on the day named by the audition host, giving him/her time to process the information from each school and organize the auditions. **No late registrations will be permitted on the day of auditions.**
8. Auditions will be "blind." Judges will have no visual contact with the students. Student problems or questions should be communicated through a third party, i.e., a student guide or a director who is not judging.
9. If a student is auditioning on multiple instruments, the director must indicate this on the audition form and specify on which instruments the student is auditioning.

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10. Student conduct at auditions and the festival should be exemplary. Students disciplined at an All Catholic Festival shall be subject to appropriate punishment including, but not limited to: dismissal from the festival, exclusion from the concert, ineligibility to participate in future festivals, withholding of awards, and a letter of reprimand/concern to parents and school administrator. Consultation with the host, the student's director, the student's parents and the Arts Curriculum Committee Chair will precede disciplinary action.
11. Students who need to audition as soon as possible should request that their directors inform the audition host of their need at least a week before the audition. Every effort will be made to schedule these students for the beginning of the audition period. These students must be prepared to commit to attending the audition for its first hour.
12. If a student is selected and subsequently discovers that he/she cannot attend the festival, the student's director must contact the host immediately. The director of the next eligible student on that voice part will be contacted so that a substitute can be made. Substitutions will be made up until a week before the festival, and are made with the agreement that the director prepare the substitute student.
13. No student will be "placed" into a festival because of being distraught at doing an uncharacteristically poor audition, or having had the wrong edition of the piece, or any other reason.
14. At the festival any student judged to be unprepared is subject to dismissal from the festival. A consultation among the host director, the student's director and the curriculum committee chairperson may result in the student being asked to play passages again before these three persons, in order to determine whether the student is prepared at all to take part in the festival. Following that, a grace period may be stipulated within which that student may use any break time to prepare for another final hearing, at which time it would be determined whether the student is prepared enough to participate in the festival or not.

