Greetings Festival of Voices Participant,

On behalf of the faculty and staff at the University of South Florida and The Master Chorale of Tampa Bay, we would like to be the first to congratulate you on your selection to participate in the 23rd Annual Festival of Voices. Your choir director has supplied us with a strong recommendation for you to participate in this event based on the outstanding musical ability and leadership that you demonstrate on a daily basis. Our goal at Festival of Voices is to provide you with an experience that will help you grow and expand your musicianship at both the individual and ensemble level. In addition to these experiences, you also have the opportunity to spend two days on a university campus making new friends and establishing life-long memories.

In this packet you will find important festival information relating to registration, required forms, hotel accommodations, meals and much more. Students are asked to thoroughly read through these documents and share the information with your family members. It is impossible for this packet to cover answers to all questions that may arise, so please ask your choir director immediately if you have any additional concerns. Your choir director will then contact us if necessary, and we will be sure to help in every way possible. Also, please be sure to add our official website to your internet browsers favorites list. The website will become an extremely important tool as we get closer to the start of our event.

We wish you the best as you prepare for what will be one of the most rewarding and valuable events in your high school career. Again, congratulations on your acceptance into the Festival and we look forward to meeting you in September!

Sincerely,

Dr. James K. Bass
Director of Choral Studies, USF School of Music
Music and Artistic Director, The Master Chorale of Tampa Bay

music.arts.usf.edu/festivalofvoices
**REGISTRATION & PAYMENT PROCESS**

Postcards were sent to Florida schools on Wednesday, April 1st that provided directors with nomination instructions. Choir Directors have until **Friday, September 4, 2015** to complete the nomination process. A Festival of Voices staff member will notify your director via email on Monday, September 7 of whether or not you have been accepted into this year’s Festival of Voices.

- **NOTE:** In order to participate in this event you must be nominated by your director.

**Once you have been notified of your selection by your choir director, every accepted student must visit our Festival of Voices website, click on the Student Info page, click on the Student Registration link, and complete the required online form.**

- **NOTE:** The acceptance form is password protected. Passwords are emailed to your choir director with your acceptance letters.

**Deadline for Student Registration and Payment is **

**Friday, September 11, 2015.**

After completing the student acceptance form, either you or your director must finalize your intent to participate by visiting our payment website link (which is enclosed with your director’s acceptance email) and complete the payment process.

| $45.00 dollars Per Student | This includes music, concert folder, one meal, parking, a t-shirt, and a Festival of Voices gift bag. |

Payments must be received by **Friday, September 11, 2015** in order to confirm your participation in this year’s event. All festival payments must be made through our payment website by credit card, debit card, or e-check. **We cannot accept paper checks, money orders, or cash.**

All payments must be received on time! The payment website will automatically shut down at midnight on Friday, September 11, 2015. **Those students who have not completed and paid for their registration by the final deadline will be replaced with alternates.** Do not risk losing your spot at Festival of Voices; be sure to complete your online registration and payment information by the deadlines stated above!!

**Students and Parents:** Please be sure to check with your choir director first on method of payment for the event. In some cases schools may pay for this event through their booster club or school district. Once a payment has been received there will be **no refunds** unless there is an extenuating circumstance that is deemed acceptable by Dr. James K. Bass, USF Director of Choral Studies.

[Music Arts USF Festival of Voices website](http://music.arts.usf.edu/festivalofvoices)
**PARTICIPANT CHECK-IN AND REQUIRED FORMS**

Student on-site check-in will take place at the USF School of Music on Friday, September 25, 2015, from 9:00 - 9:40 am. Students must check-in before they attend any Festival of Voices functions and are **required** to have:

- Festival Guidelines Form (*parent and choir director signatures required*)

The Festival Guidelines Form for this event is available under the student information page of the main Festival of Voices website. Please make sure you have this document completed, with signatures, when you report to on-site check-in at the USF School of Music building. **Students will not be allowed to participate in the festival without this completed form.** Participants will receive their official Festival of Voices ID badges, T-shirts and gift bags once the registration process has been completed.

**SUGGESTED HOTEL ACCOMMODATIONS**

It is the Choir Director/Participation School’s responsibility to arrange Festival of Voices participant housing as needed. These are some suggested hotels close to the University of South Florida campus.

- **USF Embassy Suites**
  3705 Spectrum Boulevard
  Tampa, FL 33612
  813-977-7066
  *Located on the USF campus*

- **Holiday Inn Express Tampa North**
  13294 Telecom Dr.
  Tampa, FL 33637
  (813) 972-9800

- **Courtyard Tampa North**
  13575 Cypress Glen Ln
  Tampa, FL 33637
  (813) 978-9898

- **Hilton Garden Inn Tampa North**
  13305 Tampa Oaks Blvd
  Temple Terrace, FL 33637
  (813) 342-5000

- **Residence Inn Tampa North/I-75 Fletcher**
  13420 Telecom Pkwy N
  Tampa, FL 33637
  (813) 972-4400

- **Wingate by Wyndham**
  3751 E Fowler Ave
  Tampa, FL 33612
  (813) 979-2828

- **La Quinta Inn & Suites USF**
  3701 E Fowler Ave
  Tampa, FL 33612
  (813) 910-7500

[Music.arts.usf.edu/festivalofvoices](http://music.arts.usf.edu/festivalofvoices)
**TRANSPORTATION AND PARKING**

Participants are responsible for arranging their transportation to and from every event throughout the festival. Shuttle or taxi service is not available, including those arriving from Tampa International Airport.

Be sure that if you are commuting you park in the appropriate parking lots on Friday! USF Parking and Transportation Services enforce parking rules 24 hours a day, 7 days a week and Festival of Voices is not responsible for any parking tickets received during your time at USF. A Daily Parking Permit for Friday, September 25 will only be provided if it is indicated with your online registration. You will not need a parking permit for Saturday, September 26 in the selected parking lots (indicated in the map below with a P).

If a parking permit is not indicated with your registration, you may obtain Daily Parking Permits for $5.35 per day and they are available from permit vending machines in the parking lots surrounding the School of Music. These vending machines accept credit cards only so please plan wisely. Participants may also purchase a daily parking permit with cash at the Campus Information Center located off the main entrance to USF from Fowler Avenue.

*IMPORTANT INFORMATION REGARDING PARKING*

Lots for daily parking are labeled “D” and have been marked on the campus map located under the student information tab of our Festival of Voices website. Make sure you arrive early, especially on Friday, as parking is very limited and spots fill up quickly in the morning hours.

**DIRECTIONS**

*From I-275*: Take the Fowler Avenue exit heading east, the main entrance is about 5 miles down on the left.

*From I-75*: Take the Fowler Avenue exit heading west, the main entrance is about 6 miles down on the right.

Once on Leroy Collins Blvd:
- Turn Left at the first light heading west, **USF Alumni Drive**.
- Turn Right at the second light heading north, **USF Magnolia Drive**.
- Continue through two lights and take a Right onto **USF Holly Drive**.
- Go through one light and take an immediate Right into the School of Music entrance.

**USF School of Music - located at 3755 USF Holly Drive.**
15 minute Loading/Unloading area located at the star.
- Parking
- Handicapped accessible parking
- Parking Permit Kiosk (use for parking M-F before 7:00pm)
MEALS AND DINING

The Friday evening dinner will be the only meal provided for participants by Festival of Voices. The dinner will be a pizza party and there will be a vegetarian option (please indicate vegetarian need with your online registration). For lunch on Friday and Saturday, students will be escorted by chaperones to the Marshall Student Center (MSC) for meals. For more information on food options in the MSC, please visit Dining Services at: http://www.campusdish.com/en-US/CSS/UnivSouthFlorida/LocationsMenus/FoodCourt.htm

AUDITIONS – FEATURE VOICE MASTERCLASS

Your Choir Director may nominate a Junior or Senior from your school for a Feature Voice Masterclass Audition. Nominations are due by Friday, September 4, 2015. Once your nomination has been accepted and you have completed your online registration, you will be assigned an audition time for Friday, September 25, 2015 between 10:00 – 11:30 am. Audition results will be announced in both choir rehearsals just prior to the Friday lunch break that begins at 12:30 pm. These selected vocalists will work with Dr. Robyn Rocklein, USF Voice Faculty member, during the Feature Voice Masterclass from 2:00 – 3:15 pm that afternoon (30 minutes each) and they will have the chance to perform a solo piece on the Friday evening Showcase Concert. Festival participants are invited to observe these master teachers coach emerging voice students during the Feature Voice Masterclass.

Audition times will be posted on the Festival of Voices website by Monday, September 21, 2015. Be sure that you arrive early enough to the School of Music to register and warm-up before your scheduled audition time. Maps will be made available at registration that will direct you to your specific audition room as well as general warm-up areas.

Students preparing for this audition must bring a song to sing (not your choir music) and music for the accompanist. Songs you are learning for solo and ensemble are the best. A voice teacher (a member of the USF faculty) will ask you to sing the song and then will coach you with some tips to make your singing and/or performance better. A pianist is provided. Your song must be memorized and you must show that you are comfortable performing.

FEATURE ENSEMBLE MASTERCLASS

Schools registering a balanced ensemble of 12 or more singers may apply to work with Dr. James K. Bass during the afternoon Feature Ensemble Masterclass. The masterclass will take place in front of Festival participants and the featured ensembles will get the chance to perform two selections on the Friday evening Showcase Concert.

Application Instructions: Director’s submit an Ensemble Masterclass registration form by Friday, May 22, 2015 with one sample recording (MP3 or YouTube video) from the 14/15 academic year.

music.arts.usf.edu/festivalofvoices
**CONCERTS**

While attending this year’s Festival of Voices, part of your time will be spent attending one of two masterclasses and two concerts hosted by The Master Chorale of Tampa Bay and our School of Music faculty and students. In accordance with our attendance policy, which is enclosed in the Festival Guidelines Form, **student participants must attend all Festival events and concerts.** If you are not present at a Festival event or concert you will be marked absent and may be asked to leave the festival.

Our **Finale Concert** will be held on **Saturday, September 26, 2015**, in our Concert Hall at **4:00 pm** and it is a **ticketed event.** Directors and Chaperons will receive one complementary ticket each for the Finale Concert. These complementary tickets will be included in the Director’s registration packet when they arrive on Friday morning. Additional tickets will be available on a first-come, first serve basis. Tickets are general admission, $10 for adults, $5 for students/children under 12, and children under 5 receive free admission. Tickets will only be available for purchase at the USF Concert Hall Box Office on Saturday, September 26 after 3:00 pm.

**FOV PACKING CHECKLIST**

Print this document to check-off items as you pack

_____ **Your signed Festival Guidelines.**
    Remember, without this document you cannot participate in the festival.

_____ **Pencils:** A musician’s best friend. Never leave home without at least 3 of them.

_____ **Two days of comfortable clothing:** As a rule of thumb, if you are not allowed to wear it at your school, then you are not allowed to wear it during the Festival.

_____ **Concert Performance Attire** (See Chart Below)

_____ **Umbrella/Poncho.** We have no way of knowing how the weather will be when walking between the Marshall Student Center and the Music Building. Be sure to pack these items just in case.

**CONCERT PERFORMANCE ATTIRE:**

<table>
<thead>
<tr>
<th><strong>GENTLEMEN</strong></th>
<th><strong>LADIES</strong></th>
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<tbody>
<tr>
<td>Black Pants</td>
<td>Black Knee-Length Skirt</td>
</tr>
<tr>
<td>White Button-down Shirt</td>
<td>Black Slacks</td>
</tr>
<tr>
<td>Black Socks</td>
<td>White Blouse</td>
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<tr>
<td>Black Dress Shoes</td>
<td>Black Dress Shoes</td>
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</tbody>
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**NOTICE:** Keep in mind that you are being viewed as professionals so you should dress as such. Tennis Shoes and/or Sandals are not permitted for concert performances and jewelry is to be limited.

[Music Arts USF Festival of Voices](https://musicarts.usf.edu/festivalofvoices)