

Audition Procedure and Recording Instructions

Colorado All-State Jazz Band

Eligibility requirements: Band directors must be members of CMEA and CBA. Students must be a member of their school's jazz band (or band/orchestra program if no jazz band exists). Students in grades 9-12 may audition.

“Set A” music and info for the 2023-2024 audition is at:

<https://www.coloradobandmasters.org/jazz-band>

**To register, pay, upload auditions, go to: <https://casjb.virtualaudition.cloud>
Opens October 9, 2023**

Band Directors:

1. Band Directors must register themselves and school first at <https://casjb.virtualaudition.cloud> before students can register. Join or renew memberships to CMEA and CBA prior to registration. Directors must wait for the website admin to verify CBA and CMEA membership before students can register. Note: directors will need to register separately from All State Band or Orchestra because it is a different audition website. Directors, please take care of this step well before the audition deadline of November 10 at 5:00pm.

Students:

2. Once the band director is verified, **students** register separately at <https://casjb.virtualaudition.cloud>.

Band Directors:

3. New this year, no individual students or parents will be allowed to make a payment this year (aligning with All State Band and All State Orchestra). All payments for auditions and acceptance will need to be done through the director. You will be prompted with that information when you go to upload your students' audition files. After students register, the **director** is responsible for payment and uploading student audition files by logging in and following the instructions to upload student files. Credit card payment (\$25 per auditioning instrument) is made by the director after students register. Mail-in payment is not accepted, only online card payment. *Make sure to click the green upload button for each audition file, otherwise the audition files will only be in preview mode.*

Note: Students may audition on more than one instrument. Lead trumpet/trombone are automatically auditioning for section instruments (bass trombone is a separate audition). Each saxophone is a separate audition. A \$25 audition fee is required for each instrument. Make sure files are labeled correctly.

Recording, Naming Files, Uploading:

1. Recordings should be high quality mp3 format (not .wav, .aiff, etc.). Auditions must be recorded live with no editing. Do NOT speak on the recordings or you will be disqualified. Please no audible metronome. Students and directors are responsible for checking recordings. Auditions should be in *one mp3 file*, labeled correctly. You can combine your mp3 recordings into one file with software such as the free “Audacity” available at <https://www.audacityteam.org/download/>, but use no sound editing.

2. Remember, *only one mp3 file per audition is accepted*, not multiple files. If multiple files are received, the student will be disqualified. Name the audition file in a way that it includes the student's first and last name and instrument such as FirstnameLastnameInstrument. For example: JohnWilliamsCowbell; or GustavMahlerLeadtrumpet. This ensures an administrator can easily find the file if there is a problem. The audition website will allow the judges to listen to the audition anonymously.

3. All auditions must be uploaded by the band director to <https://casjb.virtualaudition.cloud> by November 10 by 5:00pm.

Due Dates (put these in your calendars):

November 10, 2023 by 5:00pm

“Set A” audition files must be uploaded to <https://casjb.virtualaudition.cloud>

December 1, 2023

Audition results will be emailed to auditioning students, parents, and directors and posted on the CBA website.

December 8, 2023

Students who cannot accept a position must notify their director who in turn must notify Kevin Whitelaw at colorado.allstatejazz@gmail.com.

December 11, 2023

Each student accepting their selection to perform in the All-State Jazz Bands must have the confirmation letter, medical form, and the \$50.00 participation fee to Kevin Whitelaw, otherwise an alternate will be notified for participation.

All-State Jazz Band materials and information may be obtained from:

<https://www.coloradobandmasters.org/jazz-band>

Audition checklist:

- Downloaded audition music and information
- Practiced and recorded auditions
- Saved recordings in one high-quality mp3 file
- Checked audition recording for functionality
- Director registered first to allow auditioning students to register: <https://casjb.virtualaudition.cloud>
- \$25 per audition was paid by director
- Uploaded student audition file(s) to audition website by November 10 by 5:00pm