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## PROCEDURE FOR DISTRICT WINNER CHARTS

District Winners are those competitors who advance from a District Festival and are eligible to compete in the Provincial Finals Competitions. These charts are intended to help the adjudicator and scholarship committee determine District Winners by listing the specific classes that lead to the Provincial Scholarship Classes. **No classes other than those listed on the District Winner Charts are eligible for Provincial Competition.**

\*In the year 2023, all District Festivals are allowed **two** District Winners to Provincial Finals for each of the Provincial Classes and Canada West Classes. Eligible competitors must have achieved a mark of **88 or higher** and have placed **1<sup>st</sup> or 2<sup>nd</sup>** in the class at the District level. In classes where two or more selections are performed, the combined mark must average 88 or higher. Alternates will be contacted by the Provincial Office.

\*\*Some Provincial Scholarship Classes are fed by two or more Provincial Classes (i.e. WOODWIND (17 YEARS & UNDER) SCHOLARSHIP Class is fed by Classes 10423, 10424, 10425. If a competitor qualifies in more than one of the feeder classes, he/she can advance to Provincial Finals from only **one** of those classes. The competitor will choose which selection to perform at Provincials, and an alternate may move in to the available spot.

**PLEASE CONSULT SMFA REGULATIONS AT: <https://smfa.ca/syllabus-regulations/> FOR ELIGIBILITY FOR ENTRY TO PROVINCIAL FINALS.** Please follow these steps:

### 1. The filling of the District Winner Charts (by a District Festival official):

- a. **Using the Excel spreadsheet provided:** For each applicable class, type the name and mark of the winner, 2<sup>nd</sup> place, and alternates (where mark is 88 or higher). E-mail address and phone number is mandatory for all competitors. Please ensure that the e-mail address is correct, as this will be the primary means of communicating with competitors. **DO NOT** include titles of repertoire.
  - b. **If you prefer to use the PDF charts:** Print off the applicable pages, fill in the name and mark of the winner, 2<sup>nd</sup> place, and alternates (where mark is 88 or higher). E-mail address and phone number is mandatory for all competitors. Please ensure that the e-mail address is legible, as this will be the primary means of communicating with competitors. **DO NOT** include titles of repertoire.
  - c. In Canada West Classes, **competitors must perform from memory at the District level**, in order to advance to the Provincial level. Exceptions are Canada West Chamber and Choral classes.
  - d. At the conclusion of the adjudicator's assignment, the **adjudicator reviews the completed District Winner Charts** for all applicable Provincial Scholarship Classes, to verify the winners and alternates. After verifying the District Winners, the adjudicator must sign all applicable pages.
  - e. The eligibility of District Winners/Alternates must be confirmed by the adjudicator and a committee member before announcing names or notifying District Winners.
  - f. **FESTIVAL COMMITTEES ARE TO SUBMIT (BY E-MAIL) DISTRICT WINNER CHARTS TO THE PROVINCIAL OFFICE IMMEDIATELY AFTER THEY HAVE BEEN VERIFIED AND SIGNED. DO NOT give this to a student, teacher, or parent.**
  - g. **VIRTUAL FESTIVALS:** We strongly recommend the use of the Excel spreadsheet for virtual festivals. The process will be the same as for live festivals: the festival committee fills in the information (names, marks, contact information) and emails the charts to the adjudicator. The adjudicator verifies the District Winners, signs the charts and emails them back to the committee. The committee is responsible for submitting the signed District Winner Charts to Provincial Office.
2. Notify the District Winner(s) and direct them to our website ([www.smfa.ca](http://www.smfa.ca)) for the online entry form (sample letter attached for your convenience). The entry form will be available April 15. **Remind students that the entry form (with payment) must be submitted by midnight May 15.** Late entries will NOT be accepted.
  3. District Winners must represent the festival where they first qualify. The Provincial Office will notify alternates in situations where winners decline to enter, or are declared ineligible. **Therefore, it is imperative that District Winner Charts are submitted promptly and with complete contact information for all competitors, including alternates.**

**\*\*\* SAMPLE EMAIL FOR FESTIVAL COMMITTEES TO SEND TO THEIR DISTRICT WINNERS \*\*\***

Congratulations on qualifying for the 2023 SMFA Provincial Finals.

1. Visit <https://smfa.ca/> for Provincial Finals dates and format.
2. You must **represent the festival where you first qualified**.
3. The entry **deadline is May 15** – if you know, in advance, that you do not plan to enter Provincials, please inform the Provincial Office at [sask.music.festival@sasktel.net](mailto:sask.music.festival@sasktel.net) ASAP so that alternates can be contacted.
4. Online entry form and relevant information will be available at <http://smfa.ca/> by April 15. Payment must be made at the time of entry.
5. Make sure you time your repertoire and read the Provincial [Regulations](#).  
*i.e. The maximum performance time is 30 minutes, and all movements must have been performed in the same Provincial Class at the District Festival. Some exceptions may apply (e.g. time limits in Canada West Excellence Classes on pages 47 to 49).*

*Memory work is mandatory at the Provincial level with the exception of the pianist in Lieder Class 10267 and in the Canada West Excellence Chamber and Choral Classes.*

The Provincial Syllabus Class(es), from which you advanced, feed(s) into the Provincial Scholarship Classes found on pages 27-43 of the SMFA Syllabus. When you enter a Provincial Scholarship Class, use the **same class number** from which you advanced at the District level. This applies to Canada West Classes at the Provincial level as well.

Best of luck at Provincial Finals,