



WorldStrides[®]
Educational Travel & Experiences



WorldStrides Performing Arts
Director's Guidebook
Heritage Festivals 2026

Your guide to a successful
travel and festival experience

worldstrides.com/perform
800-223-4367

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Welcome to WorldStrides Performing Arts!

Thank you for choosing to participate in a Heritage Festival with WorldStrides Performing Arts. We are excited to be your partner in music education! For more than 55 years, we have been providing travel and performance opportunities that attract and spotlight the best directors, student musicians, and adjudicators in the country. WorldStrides Performing Arts programs enrich students' lives, provide life-changing moments, and create unforgettable bonding experiences.

This Director's Guidebook is a tool designed to make your festival experience easier and more enjoyable. It addresses everything you need to know, including WorldStrides policies, how the event operates, the adjudication process, and much more.

Your Team

Your **Performance Tour Specialist** partners with you to help you select the ideal performance opportunity and destination for your group. This person will help you put together a trip that meets your group's specific goals and budget. Your Performance Tour Specialist will quote any transportation needs and begin to build out the perfect package for your students. Following your trip, your Performance Travel Specialist will begin working with you again on any future trip planning.

Once your spot at a festival is reserved with your group deposit, your Account Manager will take over as your main point of contact for the trip. Your **Account Manager** is a resourceful in-house specialist who is an expert in your event destination. This person coordinates the end-to-end logistics management of all your travel details. This person will secure air/motorcoach for your group, plus hotels, activities, and meals, as well as recommend and reserve your destination's best sightseeing and group activity options. Their personal service and custom-built, well-rounded itineraries allow you more time to focus on your students and your music. Your Account Manager is supported internally by a dedicated **Financial Service Representative** (who helps you with financial deadlines, payments, fundraising support, and invoices for your account) and an **Account Support Representative** (who helps you with online enrollment, rooming lists, and next steps).

Your **Festival Host**, supported by their on-site team members, is responsible for running a successful festival at your chosen destination. Prior to your festival, you will work with your Festival Host to ensure all performance related questions are answered and to set you up for a successful performance. This person then welcomes you on-site and oversees all aspects of the music festival including a well-run performance schedule, equipment needs, adjudication, a successful Awards Ceremony, and more. At the performance venue, your Festival Host ensures all your needs are met so that you can focus on the music.

Last but not least, you've got one more hard-working team supporting you behind-the-scenes while you're at your event. Our 24/7/365 **WorldAssist team** is always available to work with you should the need arise. From flight and motorcoach issues to accessing medical consultation, WorldAssist is your first call.



Schedule of Important Deadlines

There are two types of trip payment options: group-billed and individual-billed. The group-billed option means your program/school pays as a group in a set number of installments starting with the initial group deposit. The individual-billed option means your students/parents will pay for their own trip online directly to WorldStrides in a set number of installments starting with an initial deposit of \$99/person.

If you plan to travel as a group-billed ensemble, you can [find the payment schedule and details here](#).

Hotel Rooming List Due – 75 days prior to departure

Your final hotel rooming list are due *no later than* 75 days prior to departure. Changes in the rooming list after submission may affect your final invoice amount.

Cancellation Policy

To view the 2026 standard cancellation policies for your payment option, [click here](#).

Helpful links

Click on any of the links below for easy access to each resource. Access all these links (and more) anytime at worldstrides.com/links!

[Online registration](#)

[MyTrip for Rooming Lists](#)

[Copy of Group-Billed Terms & Conditions](#)

[Copy of Individual-Billed Terms & Conditions](#)

[Ensemble Profile Form](#)

[AIM Experience Request Form](#)

[Stage Set-up Form](#)

[Health and Safety Documents](#)

[Festivals Resource Page](#)

[Gift of Performance Fundraiser](#)

[Payment portal \(group-billed\)](#)

[2026 Cancellation Policy](#)



Registration

You and all your travelers – including performers, adult travelers, non-performers, and chaperones – will need to sign up online with WorldStrides. This sign-up process ensures every traveler reviews our travel terms and conditions and provides their emergency contact information. This online registration also guarantees every traveler is protected through the USTOA Travelers Assistance Program and is covered by our included insurance policies. For groups participating in the individual-billed payment option, parents/students will also make their initial deposit and sign up for the optional Full Refund Program during their registration.

Who does this: Director and all travelers participating including non-performers

When: At signup, or at least 75 days prior to departure

How to register:

First, register yourself. **If paying as an individual-billed group, talk to your Account Manager first about the best way to register yourself as the group's leader.** If you're leading a group-billed program, proceed with the instructions below.

- Visit worldstrides.com/register
- You'll need your Trip ID. This can be found on your invoice, or by asking your Performance Travel Specialist.
- As prompted, enter your Trip ID number, followed by the letter "p" (for Program Leader). Example: 120120p
- Finish the prompts to register in our system.

Next, instruct your travelers to register. Student registrations should be completed by a parent or guardian.

- You'll be provided an instructional handout to pass out to each traveler. You'll be able to customize the handout with your Trip ID number.
- Each traveler will visit worldstrides.com/register and follow the prompts to complete registration.
- If your group is booking air travel through WorldStrides, the registration form will have all the necessary information required by airlines and TSA to help secure the tickets.

Congratulations, you're registered! Now you're ready to build your hotel rooming list.



Building your Hotel Rooming List

Signing in to MyTrip

You'll build your hotel rooming list online using MyTrip, a free online tool with resources designed for Directors and trip coordinators to help communicate with registered travelers, as well as to help complete some of the logistical details of organizing the trip. Students can also create a MyTrip account if you decide to utilize the tool to share event information.

Once you've completed online registration, you'll receive an email inviting you to sign-up for MyTrip. You can also visit mytrip.worldstrides.org to get started.

As your travelers register online through the process detailed on the prior page, MyTrip will populate their information in the hotel rooming list tool. You will find this tool under the Director Resources section.

Aside from the hotel rooming list assignment template, here are a few other important features found in MyTrip:

- Emergency contact information for all registered travelers
- Customizable web page for sharing important information and dates with travelers. MyTrip is optional for your travelers, and you can decide if you want to utilize its communication features.
- You can request your Professional Development certificate. Please refer to page 20 for more details.
- *For individual-billed groups:* view of all registered participants and their status

Paying for the Trip

WorldStrides Performing Arts accepts the following payment options for our events:

- Checks
- Credit cards and electronic check payments via secure online payment portal. Please note: Credit card payments may incur a processing fee.

Checks

WorldStrides Performing Arts accepts checks issued in U.S. Dollar amounts. When sending in payments made by check, please include the group's Trip ID number in the notes section and a copy of the invoice, and send to the mailing address:

WorldStrides Performing Arts
 Attn: Accounts Payable
 701 E Water St, Suite 200
 Charlottesville, VA 22902



Credit Cards and Electronic Checks

The option to make online payments using major credit cards (Visa, MasterCard, Discover), debit cards, and/or electronic checks towards a group’s master trip account is available by request. Please note: Credit card payments may incur a processing fee. Please contact your Performing Tour Specialist for the direct link to access this payment portal.

Then, follow the simple payment process below:

- Visit our online payment site.
- Enter your 6 Digit Trip ID Number.
- Select one of the two applicable options presented.
- Select “Make a Payment” and follow the instructions on following pages.

After the payment is made, confirmation e-mails are sent to the e-mail address(es) provided, in addition to the Director, and designated financial contact associated with the trip.



Fundraising for your Trip

Gift of Performance Fundraiser

We provide easily customizable ecards (or printable letters, if you prefer) that students can access directly, customize to their trip, and distribute to friends and family requesting donations towards their trip. 100% of donations are made directly to your account with the individual student's name noted. Simply click the E-cards option in the top navigation, choose Performing Arts, then Festivals to get started. Please note, the social share functions featured on the Fundraising website are not currently available for performing travelers. [Get started with Gift of Performance here.](#)

Fundraising Guide

After working with student groups for more than 55 years, we've collected our fair share of great fundraising ideas. As a customer, you qualify for a free copy of our complete Fundraising Guide. Contact your Performance Tour Specialist for a copy.

Additional resources can be found at worldstrides.com/go-onstage

Hotel and Rooming Information

WorldStrides selects top-rated student-friendly hotels for all of our festival event locations. Hotel assignments are made based on group rooming lists and hotel room-block configuration. Every effort is made to comfortably accommodate all groups.

Rooming Information

The Director must submit and finalize the rooming list in MyTrip at least 75 days before trip departure. Changes in the rooming list after submission may affect your final invoice amount. Any changes that occur after the rooming list is submitted must be emailed to your Account Manager. For more information about our housing inclusivity policies, [visit here.](#)

Accommodations at your festival events are student-friendly, quadruple-occupancy rooms. Because the individual program cost depends on the number of occupants per room, your invoice bill amount is only an estimate until your rooming list is submitted. The sooner your rooming list is submitted, the sooner your group's exact financial expenditure can be determined.

Parents and chaperones are welcome to participate in our programs, and will be assigned rooms as requested on the rooming list. Adults usually request double occupancy rooms and are billed at the applicable rate. Some events and activities have higher rates for adult participants.

Due to continually changing factors in the hotel reservation department, hotels are not in a position to pre-assign actual room numbers in advance of your arrival. However, having your rooming list in advance allows the hotel to provisionally reserve certain wings or floors for your group.

Please do not contact the hotel directly, unless asked to do so by the Account Manager. This may cause confusion with the hotel and could result in issues with your stay.



Curfew

As a courtesy to other hotel guests, we suggest director and chaperones set a nightly curfew in accordance with hotel policy. Suggested curfew time is from 10:00 p.m. until 6:30 am. Room checks by directors and chaperones after curfew should be quietly made each night. Groups arriving at the hotel after curfew must check in quietly. It is the responsibility of the director(s) and chaperones to properly supervise their students.

Hotel security staff and front desk will have the room numbers of all directors and chaperones in order to contact them about any behavior problems. Schools will be charged for any undue noise or behavior that causes other hotel guests to check out early or to move rooms.

Elevators

Please be aware that the elevators at the hotel(s) may be in high demand due to the number of people utilizing them, usually around the same time as your groups are. Remind your students and chaperones to allow extra time to get to any scheduled departures.

Incidental Charges

Students will not be allowed to charge any services to their rooms. Only adults who leave credit card information with the front desk at the time of check-in will be able to use and are financially responsible for room service, phone calls, and other personal expenses. These charges must be cleared from all room bills prior to departure from the hotel. Please do this the evening before departure. Any expenses not cleared will be charged to the director/school.

Self-serve mini-bars: Some of the hotels we use do have self-serve mini-bars in the rooms that cannot be removed due to hotel policy. We do request the mini-bars in the group assigned rooms to be locked, and some hotel front desks can lock them remotely. However, please instruct your chaperones to inspect each room upon arrival to make sure they are locked. If not, please let the front desk know.

Damages

Participants are responsible for damages and/or losses they cause while on tour, including any damage to hotel rooms or public facilities. It is suggested that chaperones check all rooms before check-in and check-out to ensure that students are not blamed for damages they did not cause.



Swimming Pool

If the group's assigned hotel has a swimming pool, directors and chaperones must accompany students to the pool. Do not permit students to go to the pool unattended.

Rehearsal Space at the Hotel

Each ensemble should arrive at the event prepared for the performance. Most hotels do not allow for rehearsals because of lack of appropriate space and noise constraints as a courtesy to other hotel guests. If by chance, the hotel has the space, additional room rental fees may be charged by the hotel.

Lost and Found

A lost and found system will be established at your festival event. Lost items will be in the care of the Festival Host or Account Manager at the event.

Itineraries, Schedules, and Tickets**Airline Itineraries & Tickets (where applicable)**

Electronic tickets and up-to-date air travel requirement instructions will be emailed to the director from the Account Manager when the total group payment has been received by WorldStrides.

Ground Transportation

The ground transportation to/from the event destination is not included as part of your package price, and neither is airport transfer and other non-event scheduled transportation at the destination. As a full-service travel organization, we can arrange for these services by providing quotes and booking transportation options at additional cost. Please contact your Performance Travel Specialist for options, pricing, and availability.

Performance Schedule and Details

The Festival Host will communicate the festival event information, such as performance schedules, group stage set up and equipment needs, and awards ceremony. Final documentation will be sent at least 15 days prior to your departure. Last-minute changes may be necessary and will be communicated to the directors either via email, phone call, or text message prior to the trip or on-site at the destination.

Trip Itinerary

Your group's detailed event itinerary will be communicated by your Account Manager and will include hotel name, addresses, phone numbers, scheduled activities and times, etc. The final itinerary will be sent to the Director approximately two weeks before departure via email.



Tickets

Pre-counted, applicable event admission tickets, passes, meal vouchers, and/or wrist bands will be signed off to each group director by your Account Manager, either prior to group departure via courier mail, or directly at the event destination.

Identification

For security purposes, an identification system is used at most festival activities. This is to ensure that only WorldStrides Performing Arts groups and invited guests are able to enter. Your Account Manager will communicate with you if such a system will be used at your particular activity. Each student will receive a WorldStrides lanyard or wristband to wear for the duration of the festival. This lanyard or wristband includes the WorldAssist emergency phone line.

HEALTH & SAFETY GUIDANCE

The well-being and safety of every traveler is our #1 priority. WorldStrides is proud to have an experienced in-house team solely focused on the Health & Safety of our travelers. The following pages include some of our best practices for having a safe experience while traveling. It is important that you share these policies and expectations with each of your travelers. View copies of the forms and policies reviewed in this guidebook on our [Health & Safety Resources page here](#). You may also read more about our [company values on our website](#).

HOW TO REACH WORLDSTRIDES IN AN EMERGENCY WHILE TRAVELING

By phone: WorldAssist +1-800-999-4542 (24/7/365)

By email: worldassistteam@worldstrides.com (monitored 24/7/365)

Travel Smart, Travel Safe

WorldStrides wants you to have a safe and rewarding trip. Travel Smart, Travel Safe is designed to share some best practices based on our experience sending more than 500,000 students annually to both domestic and international destinations. Updated Apr 2025.

Health Safety Tips



Hygiene, Eating, and Drinking

- ✓ Wash hands frequently with soap and water for at least 20 seconds or use hand sanitizer (60-95% alcohol content) when soap and water is not available; this is the top precaution against becoming ill while traveling.
- ✓ Avoid touching your face to reduce the chance of illness.
- ✓ Stay well hydrated.
- ✓ If you have food allergies, be attentive during meal periods and ask questions if you have concerns.



Medical

- ✓ Always bring prescription medications in their original pharmacy containers and bring them in your carry-on luggage with a copy of the prescription.
- ✓ If you have a medical ID bracelet, wear it at all times.
- ✓ Be sure to list any medical conditions and prescription medication (with appropriate dosages and generic names) on the medical release form to share with your Program Leader.
- ✓ Travel may increase your risk of exposure to communicable diseases, such as COVID-19, measles, monkeypox, polio, etc. It is important to be aware of signs and symptoms and let your Program Leader know if you are not feeling well. Take steps to keep yourself healthy while traveling.
- ✓ Make sure you are up to date on all routine immunizations.
- ✓ When traveling during the summer months or to heat prone countries, be mindful of the effects of high temperatures. Take precautions against heat exhaustion, including staying hydrated, wearing lightweight clothing and a hat, applying sunscreen, and resting when needed.

Insects and Parasites

- ✓ In areas with insect threats, bring and use insect repellent to protect against bites. Wear lightweight long pants, long sleeve shirts, and socks - ideally with pant legs tucked in. Consider treating clothes and hats with permethrin spray prior to travel to further deter insects.
- ✓ Our risk partners at Exlog recommend insect repellents with at least 35% DEET. The percentage of DEET does not indicate effectiveness, just the frequency of reapplication. 15% DEET should be reapplied every 1-2 hours. 25% DEET every 2-4 hours. 35% DEET every 4-6 hours.
- ✓ If using sunscreen, apply it first, then apply insect repellent.
- ✓ Take care to avoid swimming in stagnant freshwater rivers, lakes, and ponds which may contain parasites that can lead to serious waterborne diseases.

Water Safety Tips



At the Pool

- ✓ Only swim when a lifeguard or chaperone is present.
- ✓ Obey pool rules and do not attempt to access hotel pools after they are closed.
- ✓ Pool games are fun, but no horseplay.
- ✓ Do not dive or jump into the shallow end.

At the Beach

- ✓ Only swim when a lifeguard or chaperone is present.
- ✓ Only swim in designated swimming areas.
- ✓ Always practice the buddy system, and never go swimming alone.
- ✓ It is important to understand the beach rules and what different signs and flags mean in the destination so you can follow them.
- ✓ Don't attempt to go swimming in poor weather conditions.
- ✓ Watch out for jellyfish and other sea creatures.
- ✓ Don't forget to pack sunscreen and reapply often.
- ✓ Know how to identify and survive rip currents:
 - Rip currents are powerful, narrow channels of fast-moving water that run away from the shoreline.
 - Rip currents are dangerous, even for very strong swimmers!
 - If caught in a rip current, STAY CALM.
 - Motion for help immediately.



- Swim parallel to shore to get out of the current.
- Swim toward the shore once you escape the current.
- NEVER attempt to enter the current yourself to save someone else. Instead CALL FOR HELP IMMEDIATELY.

Hotel Safety Tips



- ✓ Upon checking in, immediately review evacuation procedures posted in your room; if not posted, ask hotel staff and be sure to know where the nearest emergency exit is in case of fire.
- ✓ When out of your room for the day, do not leave cash, passports, computers, or valuables in plain sight. If the hotel has an in-room safe that is bolted down, you may choose to keep valuables inside.
- ✓ If your hotel room has both a deadbolt and a latch, use both when you are sleeping.
- ✓ Bedbugs, which are typically flat, brownish, and oval in appearance, are a global issue and pose an inherent risk in travel.
 - While a nuisance, remember that bedbugs are not known to carry disease nor are they a sign of uncleanliness.
 - Simple mitigation measures like never placing your luggage on your bed and checking your hotel for signs of bedbugs by pulling back the bed linens and checking the headboard and furniture around the bed, can help mitigate your exposure.
 - Speak up if you see anything suspicious.

Transportation Safety Tips



- ✓ Be aware of your surroundings and any suspicious activity, especially when at the airport and using public transportation.
- ✓ Stay with your group and sit next to someone in your group when on public transportation and airplanes.
- ✓ Seat assignments on airplanes may not be available in advance of your travel.
 - If you are under 18 years old and not seated next to another WorldStrides participant, politely ask another passenger or a chaperone if they are willing to change seats with you.
 - If you cannot change seats, make sure your Program Leader knows where to find you.
- ✓ If another passenger makes you uncomfortable or is inappropriate, speak up! If on an airplane, tell the flight attendant.
 - In serious situations of misconduct on airplanes, the flight attendant will alert the pilot who can notify authorities.
- ✓ If a seatbelt is provided, make sure to wear it.
- ✓ Use taxis from hotels or designated taxi stands only; when using rideshare apps, always make sure the car model and license plate match what is in the app.
- ✓ Make sure you have all of your belongings before exiting your transportation.

Personal Safety Tips



Emergency Contacts

- ✓ Remember to store WorldStrides emergency contact numbers and the number of your Program Leader in your phone.



During Activities

- ✓ Pay attention to the safety briefing and follow all the rules.
- ✓ Make sure to wear any safety equipment provided, such as bike helmets, life jackets, etc.

Situational Awareness

- ✓ Most incidents can be avoided by using common sense and making good choices.
- ✓ Stay alert and focused on the instructions given by your Program Leader and Course Leader/Guide.
- ✓ Always use a buddy system and never venture out alone.
- ✓ Be cautious about using your smartphone while in public, especially on public transportation or while walking as this distracts you and may make you more vulnerable to accident or theft.
- ✓ Be aware of your surroundings and suspicious activities, especially when using public transportation; use taxis from hotels or designated taxi stands only; when using rideshare apps, always make sure the car model and license plate match what is in the app.
- ✓ If you see a suspicious package or are in a situation that makes you feel uncomfortable, trust your instincts, leave the area, and report the situation.

Avoiding Crime

- ✓ The most common crime in most destinations is petty theft - either pickpocketing or theft of unattended items.
- ✓ Only carry small amounts of cash or valuables with you and be discreet when make purchases.
- ✓ Leave valuable items at home. If you must carry valuables (laptop, tablet, etc.), never pack them in your checked luggage.
- ✓ If approached and told to hand over your valuables, do not resist. Everything can be replaced— except for you. Only resist if the perpetrator attempts to take you!
- ✓ If you are a victim of crime, alert your Program Leader and Course Leader/Guide immediately.

Technology and Social Media

- ✓ Review your security settings on your cell phone and any other electronic devices you bring on your program. Remember to leave home anything that you cannot afford to lose.
- ✓ Do not share passwords or security codes with anyone.
- ✓ Do not share your hotel room number on any technology platform.
- ✓ Do not plug your phone or mobile device into public charging stations, even in airports, as your data may become compromised. Carry your own charger and USB cord and use an electrical outlet instead.
- ✓ Bluetooth settings on mobile devices should be turned off when in mass public areas to prevent malicious actors from connecting to your device.
- ✓ Do not accept "Friend" or "Follow" requests or AirDrop materials from strangers and do not open links without first verifying the identity of the sender.
- ✓ Do not post pictures on social media with a geotag while you are still in the location where the picture was taken.

Rallies, Protests, and Discord

- ✓ Avoid protests, rallies, and large gatherings, even if they seem calm, as they can escalate with little warning.
- ✓ Do not attempt to observe and/or photograph demonstrations. Even if you are a bystander, police may consider you part of the protest if you are lingering to observe or take photos.
- ✓ If someone tries to start an argument with you or anyone in your group about politics, race, or religion, always disengage and walk away.



Communicating Expectations with your Travelers

WorldStrides has established a few steps to make certain that all trip participants understand basic guidelines and enjoy the program. Completing these steps will guide you along the path to a successful WorldStrides experience.

- The Director(s) traveling with the group will be required to chaperone or ensure the group is traveling with adult chaperone(s). Hand select chaperones who enjoy working with students and will be excited about the experience. All performers under the age of 12 must be accompanied by a parent or guardian.
- Host a chaperone meeting 1 to 2 weeks prior to your departure date to review chaperone roles and responsibilities. See sample agenda on next page.
- Host a student/parent meeting 1 to 2 weeks before your departure date to review the program. Share your mobile phone number, as well as chaperone mobile phone numbers with participants.
- Emphasize punctuality for all trip participants. Considering that your group is large and many other groups may be staying at the same hotel property, allow extra time to access the lobby and board buses. Determine and communicate how you will handle trip participants who are late meeting the group.
- Have each traveler complete a [Medical Release Form \(find a copy here\)](#) and return it to you to take with you while on tour.
- Stress consideration for others to the group, at the hotel and at restaurants, etc. Explain behavior expectations. Establish and communicate the “buddy system.” No one should go anywhere alone.
- If your group is traveling by air, review air travel policies posted by your booked airline(s), and the Transportation Security Administration (TSA). Be sure to review the seating assignments carefully, so that any potential for misbehavior can be minimized.
- Review packing checklist, particularly checked bags vs. carry-on bags. Collect or remind about cash for checked bag fees and motor coach driver tips (if applicable).
- Establish and communicate the parameters of participant visitation in hotel rooms.
- At the conclusion of each day on tour, review the itinerary highlights and weather for the following day with all the participants.

Sample Chaperone Meeting Agenda

Conduct a meeting with your chaperones approximately 1-2 weeks prior to departure.

Review Chaperone Expectations:

The WorldStrides program you have chosen to support offers many unique opportunities and experiences to change your students’ lives. As a Chaperone, you are in a unique position to help make the program a positive and enjoyable experience for yourself, your students, and other adult participants. To promote safety on your program and ensure an enriching experience for all, we ask



that you follow the guidelines below. With your help, WorldStrides will be able to provide you and your students an amazing educational journey.

Before departure:

- Thoroughly review this Guidebook with your Director/Program Leader.

During program travel:

- Logistics
 - Work collaboratively with the Program Leader and WorldStrides staff to ensure the execution of the planned itinerary
 - Report any major service provider quality issues to your WorldStrides On-Tour Support Team and work together toward a remedy
- Health & Safety
 - Know the total number of participants (adults and students) in your group and perform frequent headcount checks
 - Enforce the WorldStrides Code of Conduct behavior rules for student and adult participants in partnership with the Program Leader
 - Understand and support the enforcement of the established behavior rules
 - Understand and support proper behavior expectations when visiting memorials, cemeteries, historic homes, theatre performances, museums, and places of worship
 - Stress proper behavior and consideration for other guests in hotels, restaurants and on public transportation
 - Ensure all travelers follow all COVID-19 specific rules established by WorldStrides, you and your Program Leader, and by attractions, sites, and service providers
 - Partner with the Program Leader and WorldStrides On-Tour Support Team to provide support if a participant becomes ill, injured, detained or early program dismissal is required
 - Communicate and coordinate medical care for participants with WorldStrides staff; be willing to accompany and remain with a student requiring medical care
 - Assist the Program Leader with executing the dismissal of a participant for behavior violations, including communications and coordination of return travel arrangements, if applicable
 - Be willing to assume the Program Leader role at any time during the program if the Program Leader is unable to continue in this role due to illness, injury, or other emergency
 - Take appropriate action and notify the Program Leader if you observe, overhear, or otherwise suspect any act of bullying, harassment, or sexual misconduct directed at or involving a participant during the program; report incidents to your WorldStrides On-Tour Support Team and request assistance as needed

Additional best practices to discuss:

- Do not waive or modify trip rules or itinerary without direct notification (verbal and/or written) from the Director.



- Do not discuss or disclose any student information to third parties.
- One chaperone should board the bus before the students, and one should remain outside and board last after doing general check of the area.
- Count students before departing every location.
- Ensure students are complying with motorcoach driver instructions.
- At the hotel:
 - Your presence and awareness in the hotel will prevent most problems and will help to quickly resolve any issues.
 - Check hotel rooms for minor problems and report any to the front desk.
 - Knock on all doors and make sure students are awake each morning.
 - Room checks after curfew should be made each night.
 - Schedule wake up calls for students.
 - Inspect rooms the morning of departure to confirm that there is no damage, and all personal items have been removed.
 - If the hotel has a swimming pool, a director or chaperone must accompany students to the pool. Do not permit students to go to the pool unattended.
- Discuss the importance of punctuality for all participants, especially chaperones.
- Review the roster of students (include photos, if possible), including hotel roommate list and seating arrangements for the airplane and bus.
- Review bus boarding procedures.
- Set behavior rules and enforce them.
- Review contingency plan and other important forms, and contact information. An adult should be with students at all times. If your group is split into smaller groups at particular sites, arrange frequent meeting locations and set meeting times for all participants.
- Review evacuation procedures at the hotel, etc.
- If travelling by air, discuss how seating arrangements for airplane travel should be enforced:
- Chaperones should be seated by students, so that any misbehavior can be detected and addressed.
 - Chaperones should walk the aisles periodically (back to front) to “stretch their legs” when in flight.



Code of Conduct

The WorldStrides program you have elected to attend offers many unique opportunities and experiences. Each program is designed to provide an enriched educational experience as well as opportunities to form new friendships. WorldStrides believes that learning best takes place in a safe environment. All participants are expected to demonstrate high standards of conduct, exhibit responsible judgement, and treat others with dignity and respect. It is the responsibility of each participant to be engaged and help make the program a positive and enjoyable experience for all.

Throughout the program, all participants are responsible for adhering to the following rules of behavior:

1. Participants are expected to follow all directions given by and all rules and regulations established by the Program Leader and Chaperones.
2. Participants agree to follow the planned itinerary and to be punctual at all times.
3. Physical, verbal, or virtual violence, bullying, cyberbullying, inappropriate language, or inappropriate interactions with others will not be tolerated. Harassment based on real or perceived race, color, religion, national origin, sex, sexual orientation, gender identity or expression, disability, or other protected characteristic is prohibited. To promote the well-being of all participants, if the participant observes, overhears, or suspects such behavior, they should report the behavior to the Program Leader, Chaperone, or a WorldStrides team member.
4. Emailing, posting, texting, airdropping, or otherwise electronically sharing pornographic, derogatory, or offensive language or images with other participants, staff, or members of the WorldStrides community is strictly prohibited. Electronically sending offensive language or images based on race, color, religion, national origin, sex, sexual orientation, gender identity or expression, disability, or other protected characteristic or political affiliation by any means is strictly prohibited.
5. Participants should refrain from taking photographs, creating video or audio recordings of other participants, staff members, or other individuals without their consent.
6. Participants are expected to leave all services (hotels, restaurants, motorcoaches) utilized and sites visited during the programming in the same condition in which they were found. Any property damage, theft, vandalism, unauthorized use, and copywrite violations are the sole responsibility of the participant (and the parent/guardian if participant is a minor). If an incident occurs, the participant (and the parent/guardian if participant is a minor) will be required to work directly with the provider to remedy the situation.
7. Participants are expected to refrain from illegal drug use, vandalism, theft, gambling, or any other type of behavior detrimental to the health, well-being, safety, or reputation of themselves or others.
8. Any behavior resulting in engagement with local authorities will be the responsibility and expense of the participant (and the parent/guardian if participant is a minor).
9. Participants are expected to comply with all rules and regulations established by governmental agencies and service providers including but not limited to airlines, hotels, motorcoach companies, national parks, and national security.
10. Participants are solely responsible for keeping safe possession of all their belongings throughout the program including but not limited to travel documentation and government issued identification (passport,



visa, green card). WorldStrides is not responsible for the replacement of any lost, stolen or damaged items while in transit or on the program.

11. Good common sense, respect and consideration for others and their property should be practiced daily.

12. Participants are expected to remain with the group at all times unless the Program Leader specifically allows free time in small groups. Students may never leave the hotel unless accompanied by a Program Leader or Chaperone.

13. Participants must sleep in their assigned hotel room each night. Students are not allowed to engage in any form of sexual activity during the program. The use of vulgar, abusive, humiliating, or threatening language or pictures, practical jokes, or other sexually inappropriate behavior is strictly prohibited.

14. Participants are expected to observe quiet hours at the hotel each evening (typically from 10pm until 6am).

15. Participants are expected to refrain from smoking, vaping of any kind, and are not permitted to consume alcohol unless they are of legal age and have approval from their parent/guardian and Program Leader. Adults who wish to smoke, vape, consume alcohol, or engage in any other activity of an adult nature must do so outside the presence of minor students, at their own expense, and remain in full control of their behavior at all times.

16. Participants must remain respectful of WorldStrides staff and should report any concerns to their Program Leader immediately. Participants may not use abusive, derogatory, or threatening language or engage in abusive or threatening behavior towards WorldStrides staff.

If a participant violates any of these rules, they may be dismissed from the program at the sole discretion of the Program Leader and Chaperones. **In the case of a dismissal the participant will be sent home at their expense (or the expense of the parent/guardian if participant is a minor) without a refund.**



Professional Development

WorldStrides' accredited status makes it possible for us to deliver on our commitment to education by offering professional development for our teachers. Traveling educators are eligible to receive professional development points/hours/continuing education units that can be used toward license recertification. The amount of professional development is awarded based on travel program length. Professional development certificates are offered to program leaders and teacher chaperones at no cost.

Educators who participate in WorldStrides Performing Arts events are awarded 5 points/hours per day (0.5 CEUs per day) upon conclusion of the program. For example, if your trip departs on April 20 and returns on April 23, then it is a program with 4 days. Total points for the educator from this trip are 4 days x 5 points= 20 points/hours (2.0 CEUs). Maximum possible points are 35 points/hours (3.5 CEUs).

Upon conclusion of the event, Program Leaders may request professional development certificates for themselves and on behalf of teacher chaperones through the MyTrip profile online. While WorldStrides is an approved provider in all 50 states, some state approval requirements are time sensitive, so don't delay!

- Login to your program leader MyTrip profile, and select the blue box with "Request Professional Development..." link from the welcome screen.
- Select the "Request Now" link associated with your travel program.
- Select the "Request for Program Leader" or "Request on behalf of chaperone(s)" and enter information as prompted.
- Verify the account information and change if necessary, then click submit.

Your professional development certificate will be mailed within two to three weeks. For questions about professional development, please reach out to the Curriculum & Academics Team at professionaldevelopment@worldstrides.com.

Academic Credit

Students may register for **Discovery for Credit** coursework before, during, or after the travel portion of the program. Most assignments are designed to be completed after travel, since they ask that students incorporate much of what they learned during the field experience. We encourage students to log on before travel, if time permits, to get a feel for the course and explore its components. There is a 6-month deadline from the return date of travel to complete all online assignments.

Upon successful completion and the processing of credits, a transcript may be ordered directly from WorldStrides or George Mason University. Transcripts can be submitted to school registrars for consideration or attached separately to college applications or résumés. Students and educators should check with receiving institutions regarding credit transfer policies.



WorldStrides holds accreditation through multiple regional agencies, including both corporate-level and school-level accreditation through Cognia (formerly AdvancED), Middle States Association of Colleges and Schools, Western Association of Schools and Colleges, and New England Association of Schools and Colleges. This enables our traveling students to earn academic credit in conjunction with travel programs.

High School Credit

Students who are in grades 6-12 at the time of travel on WorldStrides programs are eligible to enroll in courses to earn high school credit at no additional cost and with no fees. Courses vary in theme, content, and length based on the travel destination. For in-depth descriptions of courses applicable to your program and to register, go to our Academic Credit Portal through the WorldStrides website.

College Credit

Students who are in grades 9-12 at the time of travel on WorldStrides programs are eligible to enroll in courses to earn college credit in conjunction with our university partnership with George Mason University. Some programs include the opportunity to take college credit at no additional cost. If not included, the cost is \$110 for a 1.0 credit course or \$330 for a 3.0 credit course. Courses vary in theme, content, and length based on the travel destination. For in-depth descriptions of courses applicable to your program and to register, access the Academic Credit Portal through the WorldStrides website. Our experience working with successful students in our courses informs our recommendation for choosing the course level that's best for you. These guidelines are quite flexible!

On successful completion and the processing of credits, a transcript may be ordered directly from WorldStrides or George Mason University. Transcripts can be submitted to school registrars for consideration or attached separately to college applications or résumés. Students and educators should check with receiving institutions regarding credit transfer policies.

An instructional flyer is available for you to distribute to your participants that includes information on signing up. Here's how to register:

- Visit worldstrides.com and click on [Academic Credit](#) in the Resources drop-down menu.
- Access coursework through the Academic Credit Portal link.
- Click to register as a new user.
- Answer any additional questions as prompted.
- If you have any questions about academic credit, please reach the Curriculum & Academics team at discovery@worldstrides.com.



Festival Details

Ensemble Size

The minimum number of performers is 8. Groups with fewer than 8 performers cannot be accepted.

Festival Activities

At most festival events, the festival performance days are scheduled on Fridays and/or Saturdays. The awards ceremonies are scheduled on Saturday evenings. Note that if you are unable to attend the awards event, we will mail your participation plaque with rating only. You must be present at the awards event in order to receive other awards including competitive recognition. In order to avoid potential conflicts, please consult your Account Manager and Festival Host regarding your group(s) performance times before planning activities on the above-mentioned days. Your Account Manager will be working closely with your Festival Host to ensure your performance schedule and your planned additional group activities are in line for a well-rounded itinerary for your group(s).

A tentative festival performance schedule will be completed 30 days prior to the festival. The festival performance schedule is subject to change. Occasional last-minute changes may be necessary and will be communicated by your Festival Host via email and/or telephone call.

If you are late for your performance time, we will make every effort to accommodate a shift without penalizing or affecting other groups' arrangements or disrupting the necessary flow of the event.

Digital Adjudication and Recordings

WorldStrides Performing Arts will provide each performing group with a digital recording of each group's performance, adjudicators' verbal comments, and a digital score sheet. These will all be shared using our digital adjudication system called Carmen Scoring via the email you provide to us on your Ensemble Profile Form. If for some reason our Carmen Scoring system will not be available for your event, you will be notified, we will use paper score sheets and share your recorded comments via DropBox links to your email.

Instrument Cases

Please leave all instrument cases on the bus unless the WorldStrides staff instructs otherwise. At most festival sites, no rooms are provided for storage.

Audience Admission

Admission to all Heritage Festival performances are free for chaperones, family members, and friends of students. All groups are encouraged to listen to as many performances of other groups as possible. Audience members are expected to behave appropriately and will not be allowed to enter or exit the auditorium during a group's performance. Please remind your students and their parents to be considerate of each performing group, and to make sure to turn off the flash on their camera equipment to limit the distraction to performers.



Bad Weather

It is a good idea to keep your buses near the festival site in order to protect students and equipment from bad weather. In case of rain, parade bands should be prepared to perform a stand-up concert in a sheltered area and be judged on music only.

Performance Information

Ensemble Profile Form & Stage Set-up Form

In the months leading up to your trip, your Account Manager and Festival Host will be working closely with you to ensure all your needs are met for your performance at the festival. The information provided on the Ensemble Profile form and Stage Set-up form are crucial for building the festival experience for your group, and is used to:

- Build the festival schedule that best meet the needs all the participating groups and their trip itineraries, and of the scheduled venues.
- Confirm the correct spelling names of directors and ensembles that will be printed on schedules, adjudication score sheets, program literature, recording files, and award plaques.
- Confirm the on-stage equipment needs for the ensembles. Copies of the forms are shared with the stage crews at the performance venues to help guide them set the stage and positioning the equipment as noted on the form.

We appreciate your prompt return of all forms required.

Classification of Festival Groups

| | |
|----------|---|
| Class 3A | High School 1201+ enrollment Art Magnet and Performing Arts Schools, regardless of size Parade Bands with 97+ musicians |
| Class 2A | High School 601-1200 enrollment Parade Bands with 61-96 musicians |
| Class 1A | High School 1-600 enrollment Parade Bands with 1-60 musicians |
| Class J | Jr. High/ Middle school |
| Class C | Elementary/Children's groups |
| Class O | Open Class: Auxiliary, Community College, Church, etc. |

If your ensemble is made up of members whose grade levels span one or more classifications, the ensemble should be entered at the classification appropriate for the eldest member of your ensemble.

- **Moving Down:** Junior or secondary groups in classifications 2A and 3A may move down one class below their main or senior performing groups to avoid junior groups competing with their own senior group. Your Festival Host will discuss this with you for approval.



- Moving Up: With the approval of your Festival Host, 1A or 2A high school groups may bump up one or two classifications in order to compete. Junior High School groups are not allowed to bump up.

Adjudication

The design, development, and implementation of the WorldStrides Performing Arts philosophy is strongly influenced by the adjudication panel, whose members represent the national choral and instrumental communities. It is the sincere desire of these adjudicators and the festival staff that all groups receive the kind of positive musical evaluation that will encourage improvement and challenge existing standards of performance. WorldStrides Performing Arts draws on our adjudicators' vast pool of experience and knowledge to enhance the musical and educational value of the festival program constantly.

Festival Adjudicators

The WorldStrides Performing Arts Adjudication Panel is selected to ensure a balanced team. All adjudicators are respected musicians and music educators. It is the WorldStrides Performing Arts policy to utilize both college level and high school level educators. Separate panels adjudicate the instrumental and choral performances, offering each ensemble digitally recorded comments and digital score sheets, as well as a brief on-stage clinic after each performance.

Types of Adjudication

Directors may select one of these adjudication types and indicate their choice on the Ensemble Profile Form.

- Rating and Ranking – The ensemble is fully adjudicated with recorded and/or written comments, and is rated against a national standard according to a 100-point scoring system. The ensemble is also ranked with other ensembles in its classification, when there are at least two ensembles participating within the same category and class at the particular festival. The commemorative plaque displays both the award rating and ranking placement (1st – 3rd place only).
- Ratings Only – The ensemble is fully adjudicated with recorded and/or written comments, and is rated against a national standard according to a 100-point scoring system and receives a commemorative plaque with the award rating earned.
- Comments Only – The ensemble is fully adjudicated but does not receive a rating or ranking. Ensembles that receive comments only will receive a commemorative participation plaque.



Scoring System

Each adjudicator scores on a 0-100 point scale. The combined adjudicators' scores are then averaged and assigned a rating/award level. The rating/award level will be inscribed on an award and announced at the Awards Ceremony. Sample score sheets can be found in the forms section of this manual.

| Ratings for High School Class 3A & 2A | Award Rating | Ratings for High School Class 1A, Junior High School Class J, and Class C |
|---------------------------------------|----------------|---|
| 90-100 | Gold Award | 85-100 |
| 80-89 | Silver Award | 75-84 |
| 65-79 | Bronze Award | 60-74 |
| 50-64 | Merit Award | 50-59 |
| Below 50 | Festival Award | Below 50 |

On-stage Clinic

A special feature of all Heritage Festivals is the clinic time with an adjudicator. At the conclusion of the adjudicated performance, one of the adjudicators joins the group on stage for an educational clinic session. The adjudicator conducts a clinic with the ensemble, giving positive reinforcement to the strengths of the ensemble, assisting the ensemble in recognizing performance weaknesses, and suggesting positive methods to improve those areas. Where possible, the adjudicator will have a microphone so that the audience can hear the on-stage clinic. Ensembles exceeding their allotted stage time may forfeit the clinic in order to maintain the festival schedule. Time allotments are explained later in this guidebook.

Group Types

Your ensemble type must fit into the provided categories for applicable ratings. These are selected on your Ensemble Profile Form (also viewable on the sample adjudication sheets at the back of this guide). Custom group types are by approval only.

CHORAL DIVISION

Time Allotments

Each choral ensemble is scheduled for a 30-minute warm-up period, and a 30-minute period to enter the stage, perform their program, receive the adjudicator clinic, and exit the stage.

We recommend a program not to exceed 15 minutes of music. There is no need to pause after each selection, so please continue at your own pace. Groups will forfeit their clinic if they exceed the allotted time.

It's up to each ensemble director to assure that their ensemble is ready to perform when scheduled. Compromises in this regard will result in a reduction of available performance and clinic time.

Music Selections

- Please take into consideration prior to the selection of your program that the time allotments will be strictly enforced for the benefit of all festival participants.



- Your total program time should be calculated to include any pauses between selections. We recommend a performance program not to exceed 15 minutes of music.
- Each choral ensemble should perform 2-3 selections.
- We recommend that traditional choral ensembles perform at least one a cappella selection.
- We request that show choir and vocal jazz choir directors choose literature, choreography, and costuming that are age-appropriate and suitable for an educational music festival setting. Show, swing, and vocal jazz choirs may perform with taped accompaniment, but not with a vocal track.
- Music selections may be chosen from, but are not limited to, the director's state-approved music list, the NAFME list, or a comparable composition at the director's discretion.
- The director must furnish three original sets of measure-numbered scores for each of the selections to be adjudicated. Duplicated scores of copyrighted music are not acceptable unless the selection is out of print, unpublished, or is on order but not yet delivered. If duplicated scores are used, bring written permission from publisher or supplier.
- Please have your school name on each set.
- Failure to bring scores as described above may result in adjudication with comments only and no final award rating or ranking.

Evaluation Criteria

- The adjudicators will evaluate on the following criteria: Tone quality, balance, blend, diction, interpretation, rhythm, creativity, intonation, music choice/variety, attitude, appearance, and choreography (for show and swing choirs)
- Sample score sheets can be found in the forms section of this manual.
- Groups with adults or directors performing are eligible for ratings only.

Equipment Provided

- Concert choirs: 1 Piano and risers (minimum five sections, three-step).
- Vocal jazz choirs: 1 Piano, 6 microphones, house PA system, and 2 floor monitors. Schools needing more than six microphones or instruments for accompaniment must talk with their Account Manager. See note below.
- Show choirs: 1 Piano, 6 microphones, house PA system, and 2 floor monitors. Your group must provide any additional equipment, including pre-recorded accompaniment (without vocal track). We do not provide other musical instruments at the choral venue. If your group has other needs for consideration, please contact your Account Manager immediately so we can research the options. Where specific requests cannot be accommodated, the group should modify the performance accordingly. See note below.
- *Note:* Your Show Choir or Vocal Jazz performance should be simplified to accommodate a "road show" performance. The use of show choir risers and extensive equipment, prop, and costume changes cannot be accommodated in the 30-minute time limit. Show Choirs should plan to perform on a flat stage. Vocal Jazz groups will need to specify if they want a flat stage or if they will be using the standard 3-step choral risers.

Additional Information

- All vocal jazz/show choirs must provide a stage crew for set-up and break-down. They must also furnish their own equipment including instruments, such as expanded sound system



with microphones (WorldStrides provides up to 6 microphones if requested on the Stage Set-up Form), props, costumes, and show choir risers. Each group must leave a clean stage.

- No special lighting will be provided, other than a general stage wash. No pyrotechnics are allowed.
- Show, swing, and vocal jazz choirs accompanied by a live combo are responsible for providing their own instruments.
- We suggest that show choirs simplify their performance for travel.

INSTRUMENTAL DIVISION

A. Concert Groups: Concert Bands/Wind Ensembles/ Symphonic Band, String/Chamber Orchestra, Full Orchestra, Jazz/Stage Band and Percussion Ensembles

Time Allotments

- Each concert ensemble is scheduled a 35-minute warm-up period, and a 35-minute period to enter the stage, perform the program, receive the adjudicator clinic and exit the stage.
- Each percussion ensemble is scheduled a 30-minute warm-up period, and a 30-minute period to enter the stage, perform the program, receive the adjudicator clinic and exit the stage.
- We recommend a program not to exceed 15 minutes of music. There is no need to pause after each selection, so please continue at your own pace. Groups will forfeit their clinic if they exceed the allotted time.
- It's up to each ensemble director to assure that their ensemble is ready to perform when scheduled. Compromises in this regard will result in a reduction of available performance and clinic time.

Music Selections

- Please take into consideration prior to the selection of your program that the time allotments will be strictly enforced for the benefit of all festival participants.
- Your total program time should be calculated to include any pauses between selections. We recommend a program not to exceed 15 minutes of music.
- Each instrumental ensemble should perform 2-3 selections. For concert bands, we recommend one selection be a concert march. For percussion ensembles, we recommend one selection includes parts for mallet percussion instruments, such as bells, xylophone, marimba and/or vibes.
- Music selections may be chosen from, but are not limited to, the director's state-approved music list, the NAFME list, or a comparable composition at the director's discretion.
- The director must furnish three original sets of measure-numbered scores for each of the selections to be adjudicated. Duplicated scores of copyrighted music are not acceptable unless the selection is out of print, unpublished, or is on order but not yet delivered. If duplicated scores are used, bring written permission from publisher or supplier.
- Please have your school name and ensemble name on each set.
- Failure to bring scores as described above may result in adjudication with comments only and no final award rating or ranking.



Evaluation Criteria

- The adjudicators will evaluate on the following criteria: Tone quality, intonation, technique, balance, and interpretation
- Sample score sheets can be found in the forms section of this manual.
- Groups with adults or directors performing are eligible for ratings only.

Equipment Provided

- Concert ensembles: 1 Piano, 4 timpani, 1 concert bass drum, chimes, 1 xylophone, 1 gong, 1 marimba, 1 vibraphone, and 1 set orchestra bells (glockenspiel) with stand.
- Jazz bands: 1 Piano, 3 microphones, 1 trap set, and 1 bass amp.
- You must provide own sticks, mallets, patch cords, guitar amp, and all other percussion equipment, including snare drums.
- Note that provided instruments are only provided on the stage and may not be available in the warm-up room.
- If you require equipment or instruments that do not appear on the provided list, please contact your Festival Host regarding availability at the site. Heritage Festivals is not able to provide rental instruments. Should your ensemble have a need for rental instruments for use at the festival, you must make your own arrangements. (Suggestion: Google “instrument rental [festival city]” to get started.

B. Parade Band, Marching Band and Parade Review

If your marching and/or parade band is participating in an exclusive parade event such as Hyack Parade or Disneyland Parade, etc. there will be separate instructions that will be communicated to you by your Festival Host and/or parade organizers.

Here are some general guidelines for all parades:

- All members of the unit must come dressed (uniforms, theme costumes, or outfits) and ready to march in the parade. Dressing facilities are not available on-site.
- Your selection of music should be well rehearsed before your parade performance. Warm-up is permitted and encouraged in specific sections of the staging area. Be prepared to play continuously during the parade.
- We recommend that you practice at a speed of 2.5 miles per hour. The speed calculates to the following ratios:
 - 10 yards in 8 seconds
 - 73 yards in 1 minute
 - 440 yards in 6 minutes
 - 1 mile in 24 minutes

Instructions for Adjudicated Parade Review

The following instructions pertain to the marching and parade bands scheduled for performance at a Heritage Festival location, with festival adjudicators reviewing.

Time Allotments

- Total time to be scheduled is 20 minutes, including set up, warm up, and performance.



- We recommend actual performance time not to exceed 10 minutes. There is no need to pause after each selection, so please continue at your own pace. Depending on the event circumstances, a clinic may or may not be provided if the group exceeds the allotted time.

Performance Rules

The procedures for Parade Review adjudication are as follows:

- The judging area will be 100 yards in length. The beginning and end of the judging area will be clearly marked. You may not set up any unit member in the judging area. There is a five-point penalty, if any member of the band is set up in the judging area.
- The reviewing stand or area is usually positioned to the band's right, and will be located at the midway point of the judging area. You will be notified of any deviation.
- Bands will approach the judging area and will be met by the starter (parade official). The drum major must adhere to the instructions of the starter.
- The starter will give the instruction for the drum major to proceed with the band into the judging area. However, the starter may instruct the drum major to hold to allow time for the preceding band to clear the judging area or to allow judges time to complete scoring of the previous band.
- Bands instructed by the starter to hold in the pre-judging area will have 30 seconds in which to resume forward motion after the signal to proceed has been given to the drum major.
- Judging will commence when the first member of the unit crosses the starting line.
- Once the unit is given the signal to proceed, it must maintain continuous forward motion through the judging area. There is a one-point penalty per occurrence, if the band does not continuously move forward through the judging area once the band is given the signal to proceed.
- Bands are reminded that they should be playing as the first member of the unit crosses the starting line and should continue playing until the last member of the unit crosses the finish line.
- A cadence of approximately mm. 120 must be maintained. Penalty: one-point per violation.
- The drum major is required to render a salute to the reviewing adjudicators. There is one-point penalty for failure to salute.
- Judging will cease when the last member of the unit crosses the finish line.

Evaluation and Scoring

It is in keeping with the philosophy of WorldStrides Performing Arts programs that music is the most important element of a band's performance, with marching & maneuvering and general effect serving to enhance the presentation. Therefore, the music performance score is more heavily weighted.

| | |
|---------------------------|------------|
| Musical Performance..... | 40 points |
| Marching Performance..... | 30 points |
| General Effect..... | 30 points |
| Total..... | 100 points |

Parade band are exempt from furnishing music scores for their adjudicators.

C. Auxiliary Units, Drum Lines, Color Guard, Winter Guard, and Drill Team



All auxiliary units and drum lines will be adjudicated in conjunction with their respective marching band performances. A separate competition may be staged for various indoor units at certain festival locations.

Time Allotments

- Auxiliary ensembles are scheduled for a 15-minute period that will include preparation, warm-up, performance and clinic.
- We recommend an actual performance program not to exceed 8 minutes. There is no need to pause after each selection, so please continue at your own pace. Groups will forfeit their clinic if they exceed the allotted time.
- It's up to each ensemble director to assure that their ensemble is ready to perform when scheduled. Compromises in this regard will result in a reduction of available performance and clinic time.

Performance Details

- Every effort will be made to provide a performance area of 50 feet x 70 feet.
- There are no restrictions on the number of participating members. However, for a balanced performance, a minimum of four members for a Drill Team, and eight members for a Color Guard is suggested.
- Units can approach the performance area and set up at any point either on or off the competitive floor.
- After staging, the captain of the unit should wait for a signal from the adjudicator/clinician before starting the performance.
- Once the unit is announced and the adjudicator/clinician has acknowledged the captain, the performance can begin. Time starts with the first motion of any member of the unit. Performance time should be 4-8 minutes long.
- Once the competition has started, the adjudicator clinician will be the official responsible for answering questions, solving performance problems, etc. The out- of-bounds violation will only be enforced at the front line. No member of the unit may cross this line at any time during the performance or a one-point penalty per violation will result.
- Unit members cannot compete twice in the same division (i.e., Color Guard and Drill Team), unless 50% of the personnel is changed. This rule is to prevent units from competing in two divisions with the exact same show and personnel.

Evaluation Criteria

- The performance will be evaluated on the following criteria: composition and performance.
- Any unit violating any part of a rule, tradition, custom, or breach of contest etiquette where no specific penalty is predefined will be penalized for each such violation. The penalty will not be less than 0.10 of a point and not more than disqualification and will be at the discretion of the adjudicator/clinician.

Equipment

- No pyrotechnics, discharge of arms, pressurized canisters, dangerous materials, flammable liquid, or animals will be permitted in or around the competition area.
- Anyone can place equipment in the competition area prior to the start of the performance. During the performance, dropped equipment may be picked up, without penalty by



performing members. Non-performing members cannot pick up dropped equipment unless it is dropped out-of-bounds. There is a one-point penalty for each violation.

- Units must use their own equipment to avoid any unnecessary sound, time, and/or set-up problems. Units must provide their own crew for set-up and operation of equipment. Auxiliaries are responsible for their own sound system (boom box/iPads).
- Rifles, poles, sabers, etc., should have protective equipment to guard against floor damage.

Possible Awards

WorldStrides Performing Arts prides itself on offering meaningful awards to each ensemble. All participating ensembles at the Heritage Festivals events will receive a beautifully engraved plaque with their ensemble name, director name, along with their award captions. In addition, there are a variety of specialty awards, and each student participant receives a commemorative souvenir pin.

Attendance at the awards ceremony (where applicable) is required in order to receive an award. Schools not attending the Awards Ceremony are not eligible to compete for the 1st through 3rd ranking or for any of the specialty and sweepstakes awards.

Adjudicator Award

The Adjudicator Award is given to choral groups with an average score of 95 or higher; and instrumental groups with an average score of 92 or higher. Adjudicators may also select groups to receive the Adjudicator Award regardless of their score. More than one Adjudicator Award may be given at any festival.

Outstanding Band, Choral, and Orchestra Group Award

The highest scoring band, choir, and orchestra ensembles will receive trophies as the most outstanding groups at the festival regardless of classification or category. (Percussion ensembles, guitar ensembles, parade bands, drum lines and auxiliaries are not eligible for these awards.)

Invitations to the Elite Performance Series

Official invitations to participate in the WorldStrides Performing Arts elite programs including Festival of Gold and/or Festivals at Carnegie Hall are given to traditional choral and traditional instrumental ensembles that receive 90+ ratings at the Heritage Festivals events. Some exclusions apply to Festivals at Carnegie Hall. Vocal jazz, show choir, bell choir, jazz/stage band, percussion ensembles, and guitar ensembles are not eligible.

Festival Spirit Award

The group that best represents their school and community may be given the Festival Spirit Award. The Heritage Festivals staff, along with recommendations from the adjudicators, will determine the winner based upon groups' cooperation and enthusiastic support of all festival activities during their festival journey.



Maestro Award

Adjudicators may select individual student musicians to receive the Maestro Award. This award is given to students who display extraordinary musical ability and sensitivity. More than one Maestro Award may be given at any festival.

Ovation Award

Directors are asked to nominate one student whose contribution to their music program transcends the making of music. This student represents that spirit of determination, inspiration, and service to others that exists in all of us. The Heritage Festivals staff will review the director nominations and will select one student to honor at the Awards Ceremony with a few words about them submitted by their director. Only one Ovation Award is given at each festival.

Choral and Instrumental Sweepstakes Award

A school may enter more than two performing groups that fit the criteria detailed below; however, the school that accumulates the highest number of points for two groups toward a perfect score of 200 determines the winner. In case of a tie, two Sweepstakes Trophies will be awarded.

Choirs wishing to qualify for the Choral Sweepstakes Award must enter two choirs from the following list of groups:

- Concert choir, upper voice choir, lower voice choir, chamber choir, madrigal choir, vocal jazz choir and show choir.
- At least one of the two qualifying choirs must be a concert choir or a traditional choir.
- Instrumental groups wishing to qualify for the Instrumental Sweepstakes Award must enter two instrumental groups selected from the following:
 - Concert band, wind ensemble, symphonic band, jazz/stage band, full orchestra, chamber orchestra, string orchestra (percussion ensembles, guitar ensembles, drum lines, parade bands, and auxiliaries are excluded.)
 - At least one of the two qualifying instrumental ensembles must be a concert band, wind ensemble, symphonic band, full orchestra, chamber orchestra or string orchestra.

The Festival Sweepstakes Award

Only schools that bring choral and instrumental groups are eligible for the Festival Sweepstakes Award. To qualify for the Festival Sweepstakes Award, schools must enter one choral group, one instrumental group, and a third musical group from either discipline. (Percussion ensembles, guitar ensembles, drum lines, parade bands, and auxiliaries are excluded from consideration for this award).

The school that accumulates the highest number of points towards a perfect score of 300 determines the winner. In the case of a tie, more than one Festival Sweepstakes Trophy will be awarded.



Caption Awards for Parade Bands

Caption awards for Best Music, Best Marching & Maneuvering, Best Drum Major, Best Auxiliaries, Best Percussion, and Best General Effect will be awarded at festivals where at least two bands are competing in the same class.

In case of damage or misplacement of plaques and trophies due to unforeseen circumstances or in the event of a tie, we will promptly ship out a replacement directly to the school.

Elite Performing Opportunities

WorldStrides Performing Arts proudly offers a series of elite performing festivals to celebrate excellence: The Festival at Carnegie Hall and Festival of Gold. We want to give the most skilled and dedicated student ensembles the chance to perform on America's premier stages, under the batons and discerning eyes of world-renowned conductors and adjudicators.

If your ensemble is chosen to attend by either receiving a Gold 90+ rating and an invitation from the Heritage Festival events, or by audition selection, your ensemble ranks among the very best in the country and your students will perform on the same stages graced by the most talented musicians of the 20th and 21st centuries. When you travel with your students to the elite performing events, you can look forward to countless "a-ha" moments as they channel the creative inspiration of the cities (New York City, Chicago, or Nashville) that have influenced so many great names in music.

Festival at Carnegie Hall

When you attend the Festival at Carnegie Hall, you will be taking advantage of an invitation-only rare opportunity reserved for the small number of ensembles with the proven performance credentials. You and your students will enjoy the whirlwind of preparation and excitement leading up to their Carnegie debut; valuable access to the renowned adjudicators and conductors; preparation and live performance on the Carnegie Hall's largest stage, the Ronald O. Perelman Stage in the Isaac Stern Auditorium; and exposure to other elite ensembles. What's more, when they aren't rehearsing, they'll get to explore and absorb the culture of New York City, a world-class center for the arts.

An invitation to attend the Festival at Carnegie Hall is given to ensembles with the following criteria:*

- Traditional choral ensembles from high schools that achieved Gold 90+ ratings and received invitations
- Traditional choral ensembles by audition acceptance
- Traditional instrumental ensembles by audition acceptance

*Participation is selective, and space is limited. An invitation is good for only two years. Vocal jazz and show choir groups are excluded. Traditional choral ensembles include concert choir, chamber choir, mixed choir, a cappella choir, upper voice choir, lower voice choir, madrigal choir. Traditional



instrumental ensembles include concert band, symphonic band, wind ensemble, full orchestra, chamber orchestra, string orchestra.

Festival of Gold

Celebrating, recognizing, and encouraging musical excellence, the Festival of Gold is really many fabulous experiences in one; a festival performance; in-depth, hour-long clinic time with our esteemed clinicians; an encore concert at an elite venue; and top-scoring ensemble performances. Festival of Gold event is not a competitive event, but through our renowned clinician partners, we conduct, mentor, and adjudicate all festival participants. Ensembles attending the Festival of Gold will experience the culture, attraction, and performance on the storied stages of Chicago or Nashville.

An invitation to attend the Festival of Gold is given to ensembles with the following criteria:*

- Traditional choral ensembles who achieved Gold 90+ rating at a Heritage Festival.
- Traditional instrumental ensembles who achieved Gold 90+ rating at a Heritage Festival.
- Traditional choral and instrumental ensembles by audition acceptance.
- Traditional ensembles with a documented Superior rating at their most recent state contest.

*Participation is selective, and space is limited. Vocal jazz, show choir, bell choir, jazz band, and percussion ensembles are excluded. Traditional choral ensembles include concert choir, chamber choir, mixed choir, a cappella choir, upper voice choir, lower voice choir, madrigal choir. Traditional instrumental ensembles include concert band, symphonic band, wind ensemble, full orchestra, chamber orchestra, string orchestra.

Note: Should the Director leave the school during the time period the invitation is valid, the invitation remains valid at the new school.



SAMPLE ADJUDICATION FORMS

ADJUDICATION FORM

CONCERT CHOIR / CHAMBER CHOIR / MADRIGAL/
LOWER VOICE CHOIR / UPPER VOICE CHOIR

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|---------------|--------------|
| TONE: Appropriateness to style, control, projection, quality, support, vitality, beauty. | 15 | |
| INTONATION: Chords, melodic line, tutti section. | 15 | |
| INTERPRETATION: Appropriate tempo and dynamics, articulation/inflections, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality, expression, appropriate performance, practice. | 15 | |
| BALANCE: Contrasting dynamics within choir or between voices. | 10 | |
| BLEND: Blend of individual voices and among sections of the choir, appropriate to style, unification, vowel purity, and consistency. | 10 | |
| DICTION: Beginning, inner, and ending consonants, clarity of words, vowels, consistency, attention to attacks and releases. | 10 | |
| RHYTHM: Accuracy of time values, attacks and releases, precision, stylistic authenticity. | 10 | |
| MUSIC: Choice and variety, degree of difficulty, and quality. | 10 | |
| GENERAL EFFECT: <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> General stage appearance & deportment. | 5 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A- J</u> |
|---|--------------|--------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |
| The final rating awarded to the group is based on the average score of all of the adjudicators. | | |



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM

SHOW CHOIR SWING CHOIR

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| TONE: Appropriateness to style, control, projection, quality, support, vitality, beauty. | 15 | |
| INTERPRETATION: Appropriate tempo and dynamics, articulation/inflections, emotion, expression, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality. | 15 | |
| INTONATION: (1) Tuning of individual cords, and/or (2) Maintaining tonal center, (3) Correct pitches overall. | 10 | |
| BALANCE/BLEND: Appropriateness to style, blend of individual voices and sections, contrasting dynamics within choir or between voices and instruments, sensitivity to solos. | 10 | |
| DICTION: Beginning, inner, and ending consonants, clarity of words, vowels, consistency. | 10 | |
| RHYTHM: Accuracy of time values, attacks and releases, precision, stylistic authenticity, time feel. | 10 | |
| GENERAL EFFECT: <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> Clothes are coordinated, have color appeal, and are appropriate to the style of the ensemble or the show, microphone technique, staging. | 10 | |
| CHOREOGRAPHY I: Precision of movement, strength and energy movement. | 10 | |
| CHOREOGRAPHY II: Degree of difficulty, variety, stylistic authenticity. | 5 | |
| MUSIC: Choice and variety, degree of difficulty, effective opening and closing of songs, pace of songs, programming, smooth transitions between songs (no dead space), sense of climax, sustained interest. | 5 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A- J</u> |
|---|--------------|--------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |
| The final rating awarded to the group is based on the average score of all of the adjudicators. | | |



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM JAZZ CHOIR

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| STONE: Appropriateness to style, control, projection, quality, support, vitality, beauty. | 15 | |
| INTERPRETATION: Appropriate tempo and dynamics, articulation/inflections, emotion, musical sensitivity, phrasing, stylistic authenticity, understanding of lyrics, vitality. | 15 | |
| INTONATION: (1) Tuning of individual cords, and/or (2) Maintaining tonal center, (3) Correct pitches overall. | 10 | |
| BALANCE: (1) Between choir sections, (2) Between voices and instruments, (3) Sensitivity to solos. | 10 | |
| BLEND: (1) Of individual voices within choir sections, (2) Between sections of the choir, (3) Sensitivity to solos. | 10 | |
| DICTION: Beginning, inner, and ending consonants, clarity of words, vowels, consistency. | 10 | |
| RHYTHM: Accuracy of time values, attacks and releases, precision, stylistic authenticity, time feel. | 10 | |
| GENERAL EFFECT: <u>Attitude:</u> Communication with the audience, confidence, energy, excitement, facial & body expression. <u>Appearance:</u> Clothes are coordinated, have color appeal, and are appropriate to the style of the ensemble or the show, microphone technique, staging. | 10 | |
| MUSIC: Choice and variety, degree of difficulty, effective opening and closing of songs, pace of songs, programming, smooth transitions between songs (no dead space), sense of climax, sustained interest. | 5 | |
| CREATIVITY: (if applicable) New ideas and sound, vocal improvisation. | 5 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A- J</u> |
|-----------------------------|--------------|--------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM

CONTEMPORARY VOCAL ENSEMBLE

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|------------------|-----------------|
| GENERAL EFFECT: Communication with the Audience, Confidence, Energy, Excitement, Facial & Body Expression, Staging, Audience Appeal | 20 | |
| TONE: Appropriateness to Style, Control, Projection, Quality, Support, Vitality | 15 | |
| BALANCE/BLEND: (1) Between Choir Sections, (2) Between Voices & Instruments, (3) Sensitivity to Solos | 10 | |
| INTERPRETATION: Articulations/Inflections, Appropriate Tempo & Dynamics, Emotion, Musical Sensitivity, Phrasing, Stylistic Authenticity, Understanding of Lyrics, Vitality | 10 | |
| INTONATION: (1) Tuning of Individual Chords and/or (2) Maintaining Tonal Center, (3) Correct Pitches Overall | 10 | |
| DICTION: Beginning, Inner, & Ending Consonants, Clarity of Words, Vowels, Consistency | 10 | |
| RHYTHM: Accuracy of Time Values, Attacks & Releases, Precision, Stylistic Authenticity, Time Feel | 10 | |
| ACCOMPANIMENT: Appropriate to Literature, Balanced to Ensemble, Musical Sensitivity | 10 | |
| MUSIC: Choice & Variety, Degree of Difficulty, Effective Opening & Closing Songs, Pace of Songs, Programming, Smooth Transitions between Songs (no dead space), Sense of Climax, Sustained Interest | 5 | |
| TOTAL SCORE | 100 | |

SCORING/AWARD LEVELS:

| | <u>2A-3A</u> | <u>J-1A</u> |
|--------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | BELOW 50 | BELOW 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATION FORM GOSPEL CHOIR

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|------------------|-----------------|
| TONE: Appropriateness to Style, Control, Projection, Quality, Support, Vitality | 15 | |
| INTONATION: (1) Tuning of Individual Chords and/or (2) Maintaining Tonal Center, (3) Correct Pitches Overall | 15 | |
| DICTION: Beginning, Inner, & Ending Consonants, Clarity of Words, Vowels, Consistency | 15 | |
| GENERAL EFFECT: <u>Attitude:</u> Confidence, Energy, Excitement, Facial & Body Expression <u>Appearance:</u> Clothes are Coordinated, Have Color Appeal, and are Appropriate to the Style of the Ensemble or the Show | 15 | |
| BALANCE/BLEND: Appropriateness to Style, Blend of Individual Voices & Sections, Contrasting Dynamics Within Choir or Between Voices & Instruments, Sensitivity to Solos | 10 | |
| RHYTHM: Accuracy of Time Values, Attacks & Releases, Precision, Stylistic Authenticity, Time Feel | 10 | |
| MUSIC: Choice & Variety, Degree of Difficulty, Effective Opening & Closing Songs, Pace of Songs, Programming, Smooth Transitions between Songs (no dead space), Sense of Climax, Sustained Interest | 10 | |
| AUDIENCE APPEAL: Communication with the Audience, Appropriate Interaction & Exchange of Energy | 10 | |
| TOTAL SCORE | 100 | |

SCORING/AWARD LEVELS:

| | <u>2A-3A</u> | <u>J-1A</u> |
|--------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | BELOW 50 | BELOW 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATION FORM

CONCERT BAND
WIND ENSEMBLE
SYMPHONIC BAND

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| TONE: Appropriateness of style, control, projection, vitality, beauty. | 20 | |
| INTONATION: Chords, melodic line, tutti section. | 20 | |
| TECHNIQUE: Articulation, facility, precision, rhythm, attacks, releases. | 20 | |
| BALANCE: Ensemble, sectional. | 20 | |
| INTERPRETATION: Expression, dynamics, artistry, tempo, styling, phrasing. | 20 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A-1</u> |
|-----------------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.

 **WorldStrides**[®]
Educational Travel & Experiences

ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM

JAZZ BAND STAGE BAND

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| TONE: Control, beauty, blend. | 20 | |
| INTONATION: Chords, melodic line, tutti section. | 20 | |
| TECHNIQUE: Articulation, facility, precision, rhythm, attacks, releases. | 20 | |
| BALANCE: Ensemble, sectional. | 15 | |
| INTERPRETATION: Expression, dynamics, artistry, tempo, styling, phrasing. | 15 | |
| SOLOS: Appropriate style, improvisation, balance. | 10 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A-1</u> |
|---|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |
| The final rating awarded to the group is based on the average score of all of the adjudicators. | | |



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM
 SYMPHONY ORCHESTRA
 STRING ORCHESTRA
 CHAMBER ORCHESTRA

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| TONE: Appropriateness of style, control, projection, vitality, beauty. | 20 | |
| INTONATION: Chords, melodic line, tutti section. | 20 | |
| TECHNIQUE: Articulation, facility, precision, rhythm, attacks, releases. | 20 | |
| BALANCE: Ensemble, sectional. | 20 | |
| INTERPRETATION: Expression, dynamics, artistry, tempo, styling, phrasing. | 20 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A-J</u> |
|-----------------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM

PERCUSSION ENSEMBLE

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| PERFORMANCE QUALITY: Musicianship, technique, balance, tuning, clarity | 50 | |
| REPERTOIRE: Difficulty of musical selection, musical & technical demands, mallet/ stick selections, tempos. | 30 | |
| INTANGIBLES Professionalism, stage appearance, emotional appeal, command of the audience. | 20 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A- J</u> |
|-----------------------------|--------------|--------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM AUXILIARY

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|---------------|--------------|
| COMPOSITION (The designed visual interpretation of the musical program): Musicality, Staging/Coordination, Variety/Creativity, Effectiveness, Appearance. | 50 | |
| PERFORMANCE (The accomplished visual expression of the designed program): Technique/Training, Expression/Interpretation, Control/Recovery, Poise/Professionalism, Effectiveness. | 50 | |
| TOTAL SCORE | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A-J</u> |
|-----------------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM

PARADE REVIEW BAND

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|---------------|--------------|
| MUSICAL PERFORMANCE: Tone quality, intonation, balance, rhythm, technique, accuracy, interpretation, musical effect. | 40 | |
| MARCHING PERFORMANCE: Carriage (body and instrument), individual problems (out of step, attention, eyes forward, etc.), alignment, intervals, exposure to error. | 30 | |
| GENERAL EFFECT: Entrance, exit, showmanship, variety, repertoire, coordination of elements, continuity, correlation of movement and music. | 30 | |
| TOTAL SCORE | 100 | |

| CAPTION AWARDS | MAXIMUM SCORE | ACTUAL SCORE |
|--|---------------|--------------|
| PERCUSSION: Uniformity, precision, contribution, musicality, difficulty, tuning, tone, note accuracy | 100 | |
| AUXILIARY: COMPOSITION: Musicality, staging coordination, variety/creativity, appearance PERFORMANCE: Technique/training, expression/interpretation, control/recovery, poise/professionalism. | 100 | |
| DRUM MAJOR: LEADERSHIP: Control of band, conducting, appearance/showmanship. EXCELLENCE: Posture/carriage, poise/professionalism, twirling/visuals. | 100 | |

| <u>SCORING/ AWARD LEVEL</u> | <u>3A-2A</u> | <u>1A- J</u> |
|---|--------------|--------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | Below 50 | Below 50 |
| The final rating awarded to the group is based on the average score of all of the adjudicators. | | |



ADJUDICATOR'S SIGNATURE



ADJUDICATION FORM HANDBELL ENSEMBLE

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|------------------|-----------------|
| TECHNIQUE: Articulation, Damping, Stopped Sounds | 20 | |
| ACCURACY: Note Accuracy, Rhythmic Accuracy | 20 | |
| INTERPRETATION: Tempo, Phrasing, Dynamics, Artistry | 20 | |
| ENSEMBLE: Balance, Precision | 20 | |
| PRESENTATION: Appearance, Visual Effect, Poise, Repertoire, Emotional Appeal | 20 | |
| TOTALS | 100 | |

| SCORING/AWARD LEVELS: | | |
|------------------------------|---------------------|--------------------|
| | <u>2A-3A</u> | <u>J-1A</u> |
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | BELOW 50 | BELOW 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



ADJUDICATION FORM GUITAR ENSEMBLE

| CATEGORY | MAXIMUM SCORE | ACTUAL SCORE |
|---|------------------|-----------------|
| TONE: Control, Beauty, Blend | 20 | |
| INTONATION: Chords, Melodic Line, Tutti Section | 20 | |
| TECHNIQUE: Strumming Technique, Articulation, Facility, Precision, Rhythm, Attacks, Releases | 20 | |
| BALANCE: Ensemble, Sectional | 20 | |
| INTERPRETATION: Expression, Dynamics, Artistry, Tempo, Styling, Phrasing | 20 | |
| TOTAL SCORE | 100 | |

SCORING/AWARD LEVELS:

| | <u>2A-3A</u> | <u>J-1A</u> |
|--------------------|--------------|-------------|
| SUPERIOR (GOLD) | 90-100 | 85-100 |
| EXCELLENT (SILVER) | 80-89 | 75-84 |
| GOOD (BRONZE) | 65-79 | 60-74 |
| MERIT | 50-64 | 50-59 |
| FESTIVAL | BELOW 50 | BELOW 50 |

The final rating awarded to the group is based on the average score of all of the adjudicators.



Insurance Information

WorldStrides automatically provides the following protection to all participating groups:

Accident and Illness Insurance

WorldStrides provides supplemental accident and illness insurance coverage for each participant. Ask your Account Manager for more details.

Liability Insurance

WorldStrides carries one of the most extensive and comprehensive liability insurance policies in the student travel industry. Call if you wish to receive a copy of our certificate of insurance. Upon request, WorldStrides can also name your school as an additionally insured party.

USTOA Travelers Assistance Program

WorldStrides shares the coverage available under the USTOA \$1 Million Travelers Assistance Program. As an Active Member of the USTOA, WorldStrides is required to post \$1 Million with USTOA to be used to reimburse, in accordance with the terms and conditions of the USTOA Travelers Assistance Program, the advance payments of WorldStrides customers in the unlikely event of WorldStrides' bankruptcy, insolvency, or cessation of business. Further, you should understand that the \$1 Million posted by WorldStrides may be sufficient to provide only a partial recovery of the advance payments received by WorldStrides Performing Arts. Complete details of the USTOA Travelers Assistance Program and a list of affiliates may be obtained by writing to USTOA at 275 Madison Avenue, Suite 2014, New York, New York 10016, by e-mail to information@ustoa.com, or by visiting their website at www.ustoa.com.





AMERICAN INCOME LIFE
insurance company

SPECIAL RISK
DIVISION

Claim Report Form

How to File a Claim

The Claim Report Form **MUST** be completed by the Program Leader or Chaperone, who is **UNRELATED TO THE PATIENT**, within 30 days of the injury or illness to open a claim with American Income Life Special Risk Division (AIL SRD).

PLEASE FILL IN THE FOLLOWING (as much information as is available) in Parts 1-4.

- **Part 1:** Name of Group/School and Trip ID; Travel dates of program
- **Part 2:** Name of patient/injured person, date of birth, and current mailing address
- **Part 3:** Date of injury or illness; Details of how and where it occurred
- **Part 4:** Verification signature by Program Leader or Chaperone

Once the claim has been opened and American Income Life Special Risk Division (AIL SRD) is notified of the injury or illness, expenses and invoices from hospitals or medical facilities can be submitted within 52 weeks of the injury or illness.

For claim review, provide the following when available:

- Itemized statements, including diagnosis and procedure codes, for services rendered by physician or hospital
- Prescription receipts complete with patient's name, Rx number, name of prescription, and price
- If payment has been made, proof of payment along with an itemized bill (Proof of payment would be a paid receipt from provider, credit card receipt, or cancelled check)
- Explanation of Benefits for claims paid by personal insurance.

NOTE:

Payment is made directly to the medical provider unless otherwise indicated on Part 5 of the Claim Report Form.

Email, Fax, or Mail the completed Claim Report Form directly to AIL SRD. DO NOT rely on medical providers to forward information.

American Income Life Insurance Company
Special Risk Division
P.O. Box 50158
Indianapolis, IN 46250
Phone: 800-849-4820
Fax: 317-849-2793
Claims Department Email: claimsSRD@aillife.com
Website: www.aillspecialrisk.com





AMERICAN INCOME LIFE
insurance company

SPECIAL RISK
DIVISION

Claim Report Form

****Must be completed by the Camp Director, a Chaperone, or a Group Leader of the Event UNRELATED to the patient.****

P
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1

Policy # 2552C WorldStrides Serial # N/A Dates Person Was Insured (Trip Dates)
Name of Policy Holder/Group (Group Name & Trip ID)

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2

Name of Patient _____
Patient Date of Birth _____ Age _____ Sex M F
Patient Home Address _____
City _____ State _____ Zip _____

Patient is:
 Camper/Member
 Counselor/Instruct.
 Salaried Staff
 Eligible Worker Comp.
 Summer Staff
 Volunteer Leader

Injury – Illness Report

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3

Date of Injury/Illness: _____ Time: _____ Group Activity: Educational Tour
Nature of Injury or Illness: _____ Was this condition already present before this person became insured? Yes No
Describe How and Where Injury Occurred (explain fully): _____ *If yes, please explain*

If there was no medical treatment during insured period, was injury or illness reported to staff member? Yes No

Office Use:

Verification Signature

This form is to be completed by the Camp Director, Chaperone, or Group Leader of the Event UNRELATED to the patient.

I hereby certify that this was a supervised group activity sponsored by the organization covered under this policy.

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4

I was the: Camp Director Chaperone Group Leader Other (define) _____ *(cannot be related to patient)*
Name of Camp/Club (Group Name & Trip ID) _____
Contact (Print Name) _____ Title _____
Signed _____
Day Time Phone _____ Email _____

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Contact the claims department with questions.
Phone: (800) 849-4820 Email: claimsSRD@aillife.com

Send completed claim form to:
Mail: AIL-SRD, PO Box 50158, Indianapolis, IN 46250
Email: claimsSRD@aillife.com
Fax: 317-849-2793





AMERICAN INCOME LIFE
insurance company

SPECIAL RISK
DIVISION

Claim Report Form

Name of Patient _____ Patient Date of Birth _____

Patient Home Address _____

City _____ State _____ Zip _____

ASSIGNMENT FORM – Receipts must be enclosed

ONLY COMPLETE IF MEDICAL BILLS HAVE BEEN PAID BY PATIENT/GUARDIAN

P
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R
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I hereby authorize the American Income Life Insurance Company to pay benefits on the above claim to:

(Payee Name) _____ is to be reimbursed.

5

Address _____ City _____ State _____ Zip _____

Date _____ Signed _____

Release of Medical Information Authorization

I hereby authorize any licensed physician, medical practitioner, hospital, clinic or other medical or medically-related facility, insurance company, the Medical Information Bureau or other organization, that has any records of me or my health, to give to the American Income Life Insurance Company or its reinsurers any such information with respect to illness, injury, medical history, consultation, or treatments which include alcohol, drug or chemical dependency treatment. Information received is for the purpose of evaluating this claim and determining our liability under your existing coverage with American Income Life Insurance Company. This authorization shall remain valid for one year. You have the right to receive a copy of this authorization upon request. A photographic copy of this authorization shall be as valid as the original.

P
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R
T

6

Signature of Patient/Guardian/ or Personal Representative

Date

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