

NOVA SCOTIA KIWANJIS MUSIC FESTIVAL

*Celebrating the 90th Anniversary
of Its Founding in 2025*

2025 Read Me First

Contents

1. Important dates and deadlines - **NEW**
2. Registration Process
3. How to pay for your registration fees
4. How to complete your entry form
5. Refund policy
6. Repertoire information
7. Repertoire information, Provincial Music Festival
8. Class schedules and program information

1. Important Dates and Deadlines - **NEW**

- **Friday, November 15th, 2024, 11:59 p.m.** - last day to register with no late fee.
- **Saturday, November 16th, 2024 - Friday, December 6th, 2024, 11:59 p.m.** - registration is still open but now requires a \$50.00 late fee;
- **Saturday, December 7th, 2024** - Festival registration closed.
- **Friday, February 7th, 2025, 11:59 p.m.** - last day to submit repertoire changes to the Festival office via info@hfxmusicfest.com.
- **Friday, February 7th, 2025, 11:59 p.m.** - last day to submit scores in advance for Original Composition and Singer/Songwriter classes to the Festival office at info@hfxmusicfest.com.

2. Registration Process - You may register in one of two ways:

- **Online** by emailing www.hfxmusicfest.com
 - If experiencing difficulty, contact the Festival office at (902) 407-2050. When you submit your entry form, a registration copy will be emailed to both the student's and teacher's email address. Submitting the form constitutes consent; signatures will no longer be required. By registering, you give the Nova Scotia Kiwanis Music Festival permission to publish your name in our program, on our website and on our Facebook page.
 - **Payment** - When registering online, payment can be made through e-transfer. **Please note: entry fees are NOT refundable except when said entry is rejected by the Festival.**
 - **Class form(s)** – Please refer to **(4) How to complete your entry form** for further clarification regarding class forms.

On-line registration will be successfully completed in these three steps:

1. Online registration is completed and submitted;
2. You have received an email confirming your registration (please check your email junk and spam folders);
3. The e-transferred entry fee has been received and accepted by the Festival office. Your bank will send you a confirmation email when the transaction has gone through. Please read **(3) How to pay for your registration fees** for further information.

- **By Mail:**

- Complete online entry form, print it out and mail it with payment to:

Nova Scotia Kiwanis Music Festival
% Kiwanis Club of Dartmouth
P. O. BOX 321
Dartmouth, NS
B2Y 3Y5

Registration By Mail *cont.*

- **Payment** – Make a cheque payable to Nova Scotia Kiwanis Music Festival. Do not mail cash. **Note: entry fees are NOT refundable except when said entry is rejected by the Festival.** For further information regarding payment by cheque/money order, please see **(3) Payment Methods**.
- **Class Form(s)** – Please refer to **(4) Entry Form Descriptions** for further clarification regarding class forms. By registering, you give the Nova Scotia Kiwanis Music Festival permission to publish your name in our program, on our website and on our Facebook page.

3. How to pay for your registration fees:

a. E-transfer:

- Payment in full by e-transfer must be made for registration to be considered complete. Please double check that the correct total has been submitted.
- Registration received without payment will be considered a late registration and will be subject to a \$50 late fee if payment is not received before the deadline of **Friday, November 15th, 2024, 11:59 p.m.**
- E-transfers are to be emailed to info@hfxmusicfest.com. When e-transferring, please remember to tell us the names of ALL participants that the payment covers.
- **Entry fees are NOT refundable except when said entry is rejected by the Festival.**

b. Cheque/money order:

- Make payable to **Nova Scotia Kiwanis Music Festival**.
- Payment in full by cheque/money order must be received for registration to be considered complete.
- Do not mail cash.
- Registration received without payment will be considered a late registration and **will be subject to a \$50.00 late fee** if payment is not received (or is postmarked) after the deadline of **Thursday, November 15th, 2024**.
- **Entry fees are NOT refundable except when said entry is rejected by the Festival.**

4. How to complete your entry form:

- **Individuals:** complete the “Individual/Solo” Entry Form;
 - **Duets, Duos, Trios, and Quartets:** complete Duets/Duos/Trios/Quartets Entry Form;
 - **Bands, Orchestras, Ensembles & Choirs:** complete Group Entry Form. Please provide the number of members in the group, if possible.
- If you cannot find your class in the appropriate category (individual, ensemble or group), please look in the other categories.
- If you do not see a class in your discipline, please call the Festival office: (902) 407-2050.

5. Refund policy

- **Entry fees are NOT refundable except when the entry is rejected by the Festival.**
- The Festival reserves the right to reject any entry for any reason and is under no obligation to disclose same.
- It is the responsibility of the participant (or parent/guardian) and teacher to read and understand the rules in the Festival Syllabus and enter the appropriate classes by the correct class number.
- Class changes due to incorrect entry information supplied by the participant (or parent/ guardian) and/or teacher must be requested in writing and, should time and space in the class requested permit, could be subject to an additional entry fee.

6. Repertoire Information

- In **ALL** classes, including set pieces, **FULL** repertoire information **must** be included with the Entry Form:
 - Composer
 - Complete Title with catalogue number, e.g., BWV, Köchel, when applicable.
- Repertoire (ARCT level) for Open classes will be reviewed by the Syllabus Advisory Committee.
- Works for Open Level classes should be chosen where appropriate from the RCM Syllabus.
- For works not listed in the RCM Syllabus, please submit a copy of the music (solo part only) for evaluation.
- If submitted repertoire is not considered to be at the appropriate level, the participant will be notified and given time to re-apply with no additional fees.

6. Repertoire *cont.*

- Participants may change their repertoire selections **only within a class for which they have already registered** up until **Friday, February 7th, 2025, 11:59 p.m.** Any changes must be re-submitted for Festival approval at info@hfxmusicfest.com. After re-submission, if the repertoire is deemed inappropriate, the entrant will be disqualified. See **5. Refund policy**.

7. Repertoire, Provincial Music Festival

- To be considered for recommendation to the 2025 Provincial Music Festival, students entering local Festival classes must perform repertoire that aligns with grade-level guidelines in the [2025 FCMF syllabus](#).

8. Class Schedules and Program Information

- No notification of scheduling will be made by mail.
- Please refer to our website approximately one month before the start of the Festival for class times and venue locations.
- The schedule will be posted on our website one month before the start of the Festival. You then have **10 days** to alert the office (info@hfxmusicfest.com) to any errors or omissions. After 10 days, the program will go to print and no more changes can be made unless they are due to a change of venue or adjudicator.
- Festival programs may be purchased at Festival classes.
- Class schedules will be available online at www.hfxmusicfest.com. Questions regarding the Syllabi or Entry Form should be directed to the Festival office:
 - By e-mail: info@hfxmusicfest.com
 - By phone: (902) 407-2050.
- Please remember to check the Festival website www.hfxmusicfest.com for possible changes to the program.
- We regret that information regarding the Festival schedule is not available by telephone.
- The Syllabus is available for free only online.
- Special requests for a printed syllabus should be directed to the Festival office: (902) 407-2050.

Important Dates and Deadlines To Remember

- **Friday, November 15th, 2024, 11:59 p.m.** - last day to register with no late fee.
- **Saturday, November 16th, 2024 – Friday, December 6th, 2024, 11:59 pm** - registration is still open but now requires a \$50.00 late fee.
- **Saturday, December 7th, 2024** - Festival registration is closed.
- **Friday, February 7th, 2025, 11:59 p.m.** - last day to submit repertoire changes to the Festival office via info@hfxmusicfest.com.
- **Friday, February 7th, 2025, 11:59 p.m.** - last day to submit scores in advance for Original Composition and Singer/Songwriter classes to the Festival office at info@hfxmusicfest.com.