

# UIL SOLO & ENSEMBLE CONTEST PROCEDURE

## EDITS, LATE ENTRIES, AND DAY-OF LATE ENTRIES

### **EDITING YOUR ENTRIES:**

You can delete and add corrected entries before the 30-day deadline. You can also delete and add corrected entries to the late-entry contest. However, editing on-time entries after the 30-day deadline can only be done by the executive secretary. There is no cost for editing entries. Requests should be made by e-mail, and editing closes the week before contest. Directors may NOT replace a DNA soloist for any reason. Information that can be edited is:

1. Error made on entry: misspelled name, incorrect grade, incorrect instrument
2. Title change, up to the 7-day deadline. After which, this constitutes a new Day-Of late entry. Also, if the event changes (i.e. 501 to 502), that makes it a new late entry.
3. Name change to an ensemble. However, if more than half of the names change, then it is considered a new late entry (50% Rule).

When you need an edit done, please put it in this format:

502 – Keyboard Percussion Solo Entry No. 2118180 Trevino, Annalisa (11) <b>Change Solo Title To:</b> Title: Rain Dance Composer: Gomez UIL ID: 502-1-14796	OR	360-Brass Sextet Entry No: 2104108 Brown Elijah (10) Browning Darren (10) Craver Dylan (10) Dean Jakub (10) Desaulniers Kaleb (10) Francis Rylie (9) <b>Change Names To:</b> Almazan, LJ (10) Browning, David (10) Craver, Dylan (10) Davis, Ethan (10) Dean, Jakub (10) Lewis, Tom (11)
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### **LATE ENTRIES:**

Directors that have late entries will enter through Texas Music Forms, but will choose the Late Entry contest instead of the regular contest. Late entries could be:

1. Soloists that were inadvertently omitted.
2. Ensembles that were inadvertently omitted, or that have more than a 50% change in names.
3. Solos or ensembles that have a change in the Event number.

Late Entry deadline is the week before contest. Directors may or may not receive performance slots for late entries that are done at or near the deadline. If you do not have enough slots in your schedule, please call other schools for their DNA slots. Late entry fees are double per person. Don't forget to print the LATE ENTRY invoice to send to your business office for payment.

Please note: Schools that enter ALL of their students late must use DNA slots from other schools. Other schools' schedules will not be altered to accommodate this situation, nor will judges be imposed upon to stay unreasonably late. Performing might not be possible – please contact the Executive Secretary.

### **DAY-OF LATE ENTRIES:**

Directors that have entries to edit or enter AFTER the Late Entry deadline must wait until the day of contest (see *Scheduling & Day-of Instructions*). It will be the director's responsibility to find a computer and make their edits/entry (or entries) through Texas Music Forms, choosing the "Day-Of" late entry contest. After entries are complete, print your comment sheet and bring it to the contest office to exchange that form for an "official" comment sheet. Day-Of late fees are double per person. When you get back to your school, don't forget to print an invoice to send to your business office for payment.