

SECTION GUIDES' INSTRUCTIONS

Student Name _____ Assignment Location _____

Section _____

GENERAL INFORMATION

There shall be 2 guides for each section.

INSTRUCTIONS

1. 1 guide shall lead each student from the audition holding area to the proper audition room. Insure that each student is in place prior to his audition time.
2. While the student is auditioning, you shall remain down the hall with the hall monitor. DO NOT go down the hall to the audition room. After the student has finished his audition, escort him back to the registration holding area.
3. Once you have escorted the student back to the registration holding area, you shall go to the audition holding area to pick up the next student. There shall not be more than 1 student for each section waiting in the hallway at any given time.
4. While you are returning a student to the registration holding area, your partner shall be leading the next student to the audition room for the audition holding area. Work as a team. Everyone must do his part for the audition to run smoothly.
5. This procedure shall be repeated for the afternoon audition.
6. For the sightreading audition, you shall have the announcer call the next student's audition number. You shall escort the student directly to his audition room. Once each student has completed his sightreading audition, you shall escort him to the sightreading holding area instead of the registration holding area.
7. Student monitors shall wear their monitor badges at all times.
8. Report to the area chair or the audition host any unauthorized student(s).

STUDENTS MUST REMAIN IN THE SIGHTREADING HOLDING AREA UNTIL THE LAST AUDITION HAS BEEN COMPLETED!

When the sightreading holding area monitor announces that all auditions have been completed, students may then return to the registration holding area to await the announcement of the results.