

We at the Kiwanis Music Festival wish to advise that we are using new software for the upcoming Music Festival, Music Festival Suite.

**ALL REGISTRATIONS HAVE TO BE DONE ONLINE WE WILL NOT BE ACCEPTING ANY PAPER REGISTRATIONS.**

For your convenience you will find a registration form on our website (this will be published in the near future), this is intended to assist you in collecting student's information and cannot be used to register your students.

In order for teachers to register students you ***MUST*** first set up a profile. This can be done immediately by going to <http://stjohns.musicfestivalsuite.com> and following instructions to set up your profile. You will be issued a profile number which you will need in order to register your students. If your students or their parents will be registering they must have your profile number, without it they cannot register. Any student under the age of 18 ***MUST*** have a parent set up a profile as well, these students will need both teacher & parent profiles in order to register. Parents can set up their profile at the above site as well.

**ALL DUETS, TRIOS AND SMALL ENSEMBLES must be registered by the teacher only.**

Once you have set up your profile and the registration has started you can register your students by going to our website [www.kiwanismusicfestivalsj.org](http://www.kiwanismusicfestivalsj.org) and clicking the provided link (The link will be published in the near future) or go to <http://stjohns.musicfestivalsuite.com>.

As this is the first year and a learning experience for all, the registration date has been extended. Registration will open October 5<sup>th</sup>, 2018 and close November 3<sup>rd</sup>, There is a grace period which will extend to November 10<sup>th</sup> however a late fee of **\$10.00 per entry** will apply. After November 10<sup>th</sup> no entries will be accepted for any reason.

All entry fees must be paid at time of registration payment must be made through PayPal.