

FOR OFFICE USE	
BATCH #	_____
DIRECTOR/CO-DIRECTOR	_____
ASSOCIATE/ASSISTANT	_____
CANDIDATE	_____
DATE PROCESSED	_____

SWEET ADELINES INTERNATIONAL

FEB 21 9 44 AM '00

Director Certification Program Application

Chapter Name Almost Heaven Chapter # 0404 Region 4
 Name Judy Wilson Membership # 089171
 Address 904 Glen Way Home Phone 304-768-4913
So. Charleston, W. Va. Alternate Phone 304-342-1184 (work)
25309 Fax _____

Sweet Adelines International Title/Position

Director/Co-director Chapter Name Almost Heaven
 Associate/Assistant Director Chapter Name _____
 Candidate Chapter Name _____

PAID

Sweet Adelines International Membership Data

FEB 21 2000

Year joined Sweet Adelines International: 8/95 Has your affiliation been continuous? yes CK# 885 \$ 35.00
 Please list former chapter(s) and region(s): None

Sweet Adelines International Experience

<input checked="" type="checkbox"/> Chorus Director/Co-director	<input type="checkbox"/> International Faculty
<input type="checkbox"/> Associate/Assistant Director	<input type="checkbox"/> Judge (_____ Category)
<input type="checkbox"/> Section Leader	<input checked="" type="checkbox"/> Quartet Member
<input type="checkbox"/> DMA or DMA Faculty	<input type="checkbox"/> Quartet Coach
<input type="checkbox"/> Arranger	<input type="checkbox"/> Chorus Coach
<input type="checkbox"/> Other _____	

Musical Background

Formal education: NONE

Other musical training: Sang in Quartets (Church), Direct Children's choir
Sang in Church choir

(over)



Rita Tucker, DCP Coordinator
62832 Range Rd.
Lore City, OH 43755
740-489-5811
ritatuck@aol.com

February 14, 2007

JUDY WILSON
904 GLEN WAY DR
S CHARLESTON, WV 25309

Dear JUDY,

Enclosed is your progress report for DCP module testing completed so far and dates the tests were completed. The progress report indicates the scores you received on the modules completed and the modules yet to complete. The original progress report is submitted to International in order to keep track of your DCP progress.

Module #1, Conducting, is an evaluation that needs to be completed by a member of the music staff or a person approved by Lynn Hartmuth, Education Coordinator. The evaluation can be done in person or by video. Contact Lynn or me when you are ready to complete this conducting evaluation.

Testing is available at most regional meetings. The next available testing date will be leaders retreat, June 15-16. The education committee, Zoe and I are planning a session on the judging category. Watch the regional publications for more details on the session and testing times. If you wish to complete other testing during the retreat week end, please let me know so I can have the appropriate testing materials.

I look forward to working with you to attain your goal of Approved or Certified Director. Please let me know if there is anything else I can do to help you attain your goal.

In Harmony,

Rita Tucker
DCP Coordinator
Region #4

Cc: Susanna Runyan, DCP
Lynn Hartmuth, Education Coordinator
Zoe Hagy, Director Coordinator
file

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2006 - 2007

CONFIDENTIAL

DCP Member's Name Judy Wilson Region # 4
Chorus Name Almost Heaven

Classification: Director/Co-Director Associate/Assistant Director Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

 1. **Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

7.0 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: 1/17/03

 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: _____

4.0 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: 8/4/00

4.2 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: 1/19/07

7.0 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: 6/6/01

Score Part 1: 4.0 Score Part 2: 3.0

Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

4.5 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 8/4/00

3.5 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: 6/6/01

Score Part 1: 3.5 Score Part 2: 1/9
(Max. 10 pts.) (Max. 5 pts.)

Enter Part 1 or Part 2 above. **Do not total both scores.**

 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: 6/6/01

Score Part 1: 3.4 Score Part 2: _____
(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

8.5 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: 6/6/01

Score Part 1: 4.0 Score Part 2: 4.5
(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

SCORE AND ADVANCEMENT REQUIREMENTS

Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional director education training session or participated fully in the director's tract at IES (International Education Symposium) within the last 12 months

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills; must have attended a regional director educational training session or participated fully in the director's track at IES during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a Sweet Adelines International chorus

Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, and must have been the chorus' director for at least one year

22.2 Total score received in musical/technical skills

19.9 Total score received in management/communication skills

42.1 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months. **Please give specific dates for each training session:**

Winter Warmup, Region 4, 11/2007

COMMENTS BY DCP COORDINATOR:

STATUS

2-21-00 Date applied to DCP
Date advanced to Approved Director
Date recommended to Certified Director
Date recommended to Master Director
2-11-07 Date reaffirmed at current status

Date: 2-11-07 Signed: Lita D. Jackson DCP Coordinator Region # 4

cc: DCP Participant
Music Services Department
DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____



Rita Tucker, DCP Coordinator
62832 Range Rd.
Lore City, OH 43755
740-489-5811
ritatuck@aol.com

January 26, 2003

Judy Wilson
904 Glen Way Dr
S Charleston, WV 25309-1918

Dear Judy,

Congratulations on completing the Analytical Listening test for the Director Certification Program at Winter Warmup. Enclosed is a copy of the progress report showing your scores for the modules you have completed so far and listing the modules needed to complete the program.

Testing will be made available at all regional meetings. If you are interested in completing any test, contact me ahead of any regional event to set up a time to meet.

I am looking forward to working with you on completing the DCP modules and attaining your goal. Please contact me if you have any questions or concerns.

In Harmony,

A handwritten signature in cursive script, appearing to read "Rita".

Rita Tucker
DCP Coordinator
Region #4

Cc: Pat Berry, Music Services Assistant/DCP
Lynn Hartmuth, Education Coordinator
file

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2002 - 2003

CONFIDENTIAL

DCP Member's Name Judy Wilson Region # 4
Chorus Name Almost Heaven

Classification: Director/Co-Director Associate/Assistant Director Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

 1. **Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

7.0 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: 1-17-03

 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: _____

4.0 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: 8-4-00

 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: _____

7.0 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: 6-6-01

Score Part 1: 4.0 Score Part 2: 3.0

Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

4.5 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 8-4-00

3.5 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: 6-6-01

Score Part 1: 3.5 Score Part 2: N/A

(Max. 10 pts.) (Max. 5 pts.)

Enter appropriate score above.

3.4 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: 6-6-01

Score Part 1: 3.4 Score Part 2: _____

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

8.5 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: 6-6-01

Score Part 1: 4.0 Score Part 2: 4.5

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

SCORE REQUIREMENTS

- Approved Director: Combined scores of at least 50 points in all ten skill areas
- Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills, and must have received director's educational training during the past 12 months
- Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, and must have been the chorus' director for at least one year

18.0 Total score received in musical/technical skills
19.9 Total score received in management/communication skills
37.9 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months. Please give specific dates for each training session: Regional Competition - Apr. 2002;
Winter Warmup - Jan. 2003

COMMENTS BY DCP COORDINATOR: Progressing very well.

STATUS

2-21-00 Date applied to DCP
— Date advanced to Approved Director
— Date recommended to Certified Director
— Date recommended to Master Director
1-26-03 Date reaffirmed at current status

Date: 1-26-03 Signed: Leta A. Juczew Region # _____
DCP Coordinator

cc: DCP Participant
Music Services Department
DCP Coordinator

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Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

Rita Tucker, DCP Coordinator
62832 Range Rd.
Lore City, OH 43755
740-489-5811
ritatuck@aol.com

August 12, 2002

JUDY WILSON
904 GLEN WAY DR
S CHARLESTON, WV 25309-1918

Hi JUDY,

Education Coordinator, Lynn Hartmuth, has recently appointed me to coordinate the Director Certification Program for Region 4. Your name is included on the active DCP list for Region 4 as submitted by International.

If you have completed any module testing, I have included a current progress report for your review. As most of you know, the DCP is a self-directed program for anyone interested in expanding their general musical knowledge, as well as enhancing actual directing skills. Ten modules are completed through testing, regional music team evaluations and chorus evaluations. I have also included an explanation of the 10 DCP skill areas and requirements for advancement. The complete set of DCP modules is available through International Sales.

Testing will be made available at all regional meetings. If you are interested in completing any test, contact me ahead of any regional event to set up a time to meet. If several participants from an area would like to schedule testing, contact me to see if other arrangements can be made. Lynn Hartmuth, Education Coordinator, has also agreed to administer testing if it is more convenient to make arrangements with her.

I am looking forward to working with you on completing the DCP modules and attaining your goals. Please contact me if you have any questions or concerns.

In Harmony,

Rita Tucker
DCP Coordinator
Region #4

Cc: Lynn Hartmuth, Education Coordinator
file

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2001 - 2001

CONFIDENTIAL

DCP Member's Name Judy Wilson Region # 4
Chorus Name Almost Heaven

Classification: Director/Co-Director Associate/Assistant Director Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

 1. **Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: _____

 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: _____

4 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: 8.4.00

 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: _____

6.95 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: 6.6.01

Score Part 1: 3.95 Score Part 2: 3

Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

4.5 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 8.4.00

 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: 6.6.01

Score Part 1: 3.53 Score Part 2: _____

(Max. 10 pts.) (Max. 5 pts.)

Enter appropriate score above.

 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: 6.6.01

Score Part 1: 3.42 Score Part 2: _____

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

3.47 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: 6.6.01

Score Part 1: 3.97 Score Part 2: 4.5

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

SCORE REQUIREMENTS

- Approved Director: Combined scores of at least 50 points in all ten skill areas
- Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills
- Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, and must have been the chorus' director for at least one year

10.95 Total score received in musical/technical skills
19.92 Total score received in management/communication skills
30.87 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months: IES 2000, Regional Summer mtg 2000
Winter meeting, 2001

COMMENTS BY DCP COORDINATOR: _____

STATUS

2.21.00 Date applied to DCP
 _____ Date advanced to Approved Director
 _____ Date recommended to Certified Director
 _____ Date recommended to Master Director
 _____ Date reaffirmed at current status

Date: 6.23.01 Signed: [Signature] DCP Coordinator Region # 4

cc: DCP Participant
 Music Services Department
 DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
 DCP Member _____ Chapter President _____
 Address _____ Address _____

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2000 - 2001

CONFIDENTIAL

DCP Member's Name Judy Wilson Region # 4
Chorus Name ALMOST HEAVEN

Classification: Director/Co-Director Associate/Assistant Director Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

 1. **Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: _____

 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: _____

4 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: 8-4-00

 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: _____

3 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: 8-4-00

Score Part 1: _____ Score Part 2: 3

Enter total score above.

MANAGEMENT/COMMUNICATION SKILLS

4.5 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 8-4-00

 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: _____

Score Part 1: _____ Score Part 2: _____

(Max. 10 pts.) (Max. 5 pts.)

Enter appropriate score above.

 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: _____

Score Part 1: _____ Score Part 2: _____

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

4.5 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: 8-4-00

Score Part 1: _____ Score Part 2: 4.5

(Max. 5 pts.) (Max. 5 pts.)

Enter appropriate score above.

SCORE REQUIREMENTS

Approved Director: Combined scores of at least 50 points in all ten skill areas

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills

Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, and must have been the chorus' director for at least one year

7 Total score received in musical/technical skills

9 Total score received in management/communication skills

160 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months: IES July 19-23 Summer Mtg Aug 3-5, 2000

COMMENTS BY DCP COORDINATOR: _____

STATUS

2-21-00 Date applied to DCP

_____ Date advanced to Approved Director
_____ Date recommended to Certified Director
_____ Date recommended to Master Director
_____ Date reaffirmed at current status

Date: 9-24-00 Signed: [Signature] DCP Coordinator Region # 4

cc: DCP Participant
Music Services Department
DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

