

Registering for Festival in Vivace

Have your Bulletin handy, and follow these steps to make sure you don't miss anything!

-**Create a list** of your student's **pieces, composers, and publisher** (*for choice piece*)

-Log in to Vivace

-Click on **"My Students"**

-**Archive** any students you no longer teach

(click on the red box in the "Action" column)

-To register, click on the **"Register for Festival"** icon in the Action column

-Follow the steps to complete registration

**Fill in the Siblings, Scheduling, and Accompanist fields as needed*

*If you want **Concerto points added to Solo points**, select the **COMBINE** box

-The **COMBINE box** must be selected for both the Solo and Concerto registration.

-If a student will be playing a Concerto, but not Solo this year – select the **ALTERNATE** box.

Reference the "Teacher's Guide" and "Festival Registration Reminders" documents as needed, for specific questions.