

MTNA Certification

Are you ready?

Let's see...

STEP ONE

STANDARD I: Professional Preparation

Have you taken the following college coursework?

- 4 semesters/6 quarters of **Music Theory**
- 3 semesters/5 quarters of **Music History/Literature**
- 2 semesters/3 quarters of **Pedagogy/Teacher Education**
- 6 semesters/9 quarters of **Music Performance** study

Also needed:

- 3 letters of reference from other music professionals
- 2 years teaching experience

Do you have all the
correct coursework?

YES!

You are ready for Step 2:

Validation and Fulfillment of:

- *STANDARD II: Professional Teaching Practices*
- *STANDARD III: Professional Business Management*
- *STANDARD IV: Professionalism and Partnerships*

Do you have the correct
academic coursework?

NO

*You may take proficiency examinations in any
or all of the three required areas of competency.*

- Music Theory
- Music History/Literature
- Pedagogy and/or Teacher Education

These examinations are given at the same time and place as the Certification Exam

Do you have the correct
performance coursework?

NO

*You may satisfy the performance requirement
in one of 3 ways:*

Option 1: You may submit a performance.

Option 2: You may play for a college faculty jury.

Option 3: You may play for a college faculty.

*See more specific requirements for Performance requirement at
www.mtnacertification.org*

STEP TWO

What's next?

The requirements for these Standards represent what a competent music teacher should be able to do.

They must be validated by successfully completing either of the following 3 options:

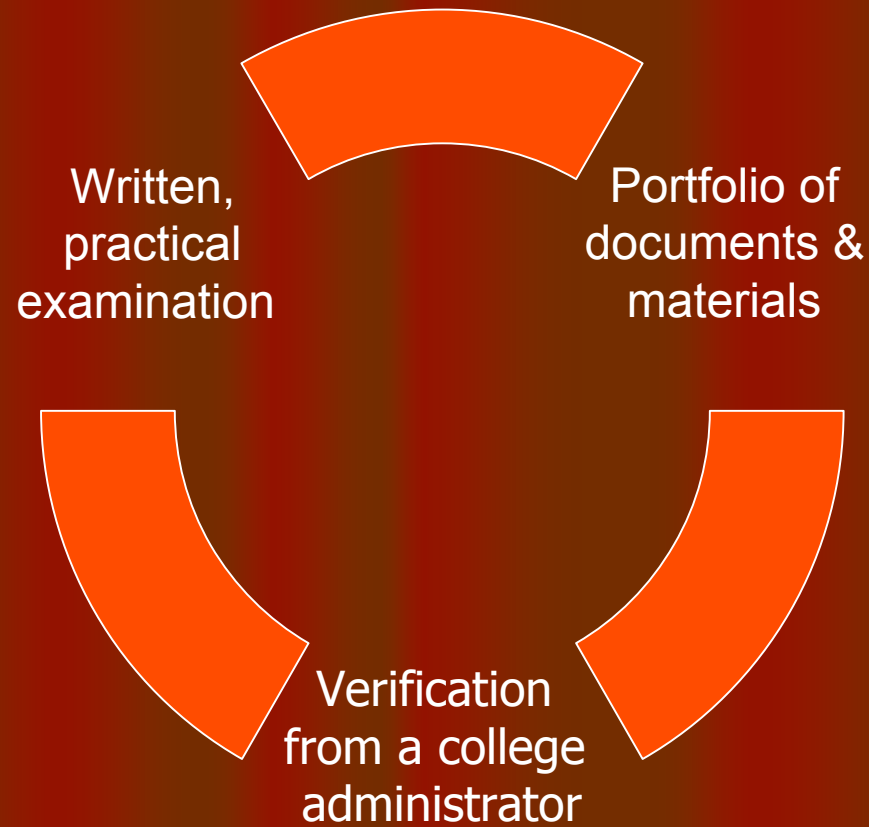
Option 1: Certification Examination

Option 2: Certification Portfolio

Option 3: Administrative Verification*

*For college faculty only

Overview of the 3 Options



Certification Examination

It is a practical examination designed to take academic competency and apply it to your typical teaching situations.

There are seven sections to the exam:

- **Philosophy** (Standard II, Section A)
- **Lesson Objectives/Facilitation/Evaluation** (Standard II, Section B)
- **Lesson Planning** (Standard II, Section C)
- **Ethics and Business Practices** (Standard III, Section A)
- **Operation/Environment** (Standard III, Section B)
- **Contributing to the Profession** (Standard IV, Section A)
- **Building Partnerships** (Standard IV, Section B)

Essay questions are formatted so that you may choose to answer 3 out of 5 questions – those questions that pertain to your own strengths.

Certification Portfolio

Includes submitting the following statements/documents for a semester course of study for one student:

- Teaching philosophy
- Teaching objectives
- Nine sequential lesson plans
- How lesson plans will be facilitated
- How learning environment is conducive to teaching objectives
- How learning objectives will be evaluated/assessed

Certification Portfolio

Additional Statements addressing Professional Business Practices:

- Studio policies
- Interview questions for prospective students
- Typed annual budget for the studio

Additional Statements addressing Contributing to the Profession and Building Partnerships:

- Provide 3 materials that document your contribution to professional growth of colleagues, local association, or profession at large
- Materials describing how partnerships will continue to be built in professional organization, community, or school

Portfolio documents should include:

- Itemized list of all books/materials
- Analysis of two pieces of student repertoire (five pieces if beginner)
- List of all technical studies, ear-training studies and sight-reading materials used in nine lesson plans
- List of instruments, equipment, technology and teaching aids used in the nine lesson plans
- Activities planned beyond lessons (auditions, festivals, field trips, recitals, etc.)

Administrative Verification

After successful completion of Step I, candidates who are part-time or full-time college or university faculty may obtain written verification from a college or university administrator to meet the requirements for fulfilling:

- *Standard II: Professional Teaching Practices*
- *Standard III: Professional Business Management*
- *Standard IV: Professionalism and Partnerships*

Renewal

Maintenance of:

- *Standard I: Professional Preparation*
- *Standard II: Professional Teaching Practices*
- *Standard III: Professional Business Management*

Validation and Fulfillment of:

- *Standard IV: Professionalism and Partnerships*
- *Standard V: Professional and Personal Growth*

YOU CAN DO IT!

Choose an option which best suits your style and contact MTNA to get started.

For further detail and helpful study guides,
visit MTNA at
www.mtnacertification.org/

Questions? Contact Jan Adams,
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