

## 1. DEADLINES

There are two submission deadlines each year:

- March 1<sup>st</sup>
- September 1<sup>st</sup>

If mailing your application, it must be postmarked on or before the deadline.

## 2. SUMMARY OF CRITERIA

The applicant must provide sufficient documentation that he/she is a composer who has achieved professional status in the concert music field and is recognized as such by the music community at large (local, national, international).

Basic requirements:

- Proof of Canadian citizenship or landed immigrant status.
- Completion of basic training in composition and sufficient period of establishment as a practicing composer; normally basic training will mean holding a Master's degree or the equivalent in independent study.
- The applicant must have completed five or more independently created works (i.e. works not created under pedagogical guidance).
- The applicant must have to his/her credit at least five performances and/or broadcasts by professional performers and organizations. These may include those where the composer is also a performer (note: the applicant may not list more than three of these on their application).

## 3. APPLICATION – DOCUMENTS AND PROCESS

Applicants are asked to submit applications to the appropriate CMC regional office for assessment (see information below to select the regional office nearest you). Your application will be assessed by your peers within the region of Canada where you live.

Applicants must provide the following documentation:

- The enclosed application form (completed and signed).
- A complete list of works (including title, year, instrumentation, and duration), and professional performances or broadcasts of those works.
- Proof of Canadian citizenship or landed immigrant status (for internal office use only).
- Copies of concert programmes.
- A curriculum vitae along with a 250 word biography.
- Three references of individuals who know the current work of the applicant and can attest to his/her professional status as a composer.

Send applications to the regional office of the applicant's residence or affiliation. (**Note:** Applicants from Alberta, Saskatchewan or Manitoba should mail their applications to the Prairie regional office. Applicants from Nova Scotia, New Brunswick, Prince Edward Island, or Newfoundland and Labrador should mail their applications to the Atlantic regional office. Applicants from Yukon Territories, Northwest Territories, and Nunavut should send their applications to the regional office of their preference).

**British Columbia Region**

837 Davie Street  
Vancouver, BC V6Z 1B7  
Phone: 604.734.4622  
Fax: 604.734.4627  
bcregion@musiccentre.ca

**Prairie Region**

2500 University Dr. N.W.  
Calgary, AB T2N 1N4  
Phone: 403.220.7403  
Fax: 403.289.4877  
prairie@musiccentre.ca

**Ontario Region**

20 St. Joseph Street  
Toronto, ON M4Y 1J9  
Phone: 416.961.6601 x 207  
Fax: 416.961.7198  
ontario@musiccentre.ca

**Quebec Region**

1085, Côte du Beaver Hall  
Suite 200  
Montréal, QC  
H2Z 1S5  
Tel: 514.866.3477  
Fax: 514.866.0456  
quebec@centremusique.ca

**Atlantic Region**

Fountain School of Performing Arts  
Dalhousie University  
6101 University Avenue  
Room 514  
PO Box 15000, Halifax NS B3H 4R2  
Phone: 902.442.8850  
atlantic@musiccentre.ca

**4. APPLICATION – FEE**

A non-refundable \$20.00 application fee must accompany the application. Please make cheques payable to Canadian Music Centre.

**5. ASSESSMENT**

Applications are assessed by the Regional Review Committee, comprised of three Associate Composers from that region selected as assessors, and a member of the CMC National Board's Composers Committee from that region acting as the non-voting chair. The members of the Regional Review Committee will meet within 30 days after the deadline.

Once the assessments are completed, recommendations are forwarded to the National Review Committee which processes them.

The CMC Board of Directors approves the final slate of new CMC Associate Composers and applicants will be notified of their acceptance in July (for March submissions) or January (for September submissions). Unsuccessful applicants may reapply.

**6. CMC SERVICES**

Successful applicants will be permitted to deposit works following their admission using the online submission form. Their music will be catalogued and put in the free-lending libraries of the CMC, and royalties will be paid to them on the sale and rental of their works. These and other services are described in the Associate Composer Welcome Package which will be made available to new Associate Composers.

**7. ANNUAL FEE**

Associate Composers must pay a yearly fee of \$125.00. This membership fee is waived for Associates who are 65 years of age and older.

# Canadian Music Centre: Associate Composer Application Form



## 1. Personal Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Email: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Citizenship: Canadian Citizen  Landed Immigrant

*(Check one and enclose a photocopy of proof of Canadian Citizenship or Landed Immigrant Status.)*

## 2. Education

Institutions Attended / Independent Study:	Degree conferred (if applicable):	Year:
_____	_____	_____
_____	_____	_____
_____	_____	_____

## 3. Works

Title	Year	Instrumentation	Duration
a. _____	_____	_____	_____
b. _____	_____	_____	_____
c. _____	_____	_____	_____
d. _____	_____	_____	_____
e. _____	_____	_____	_____

## 4. Details of Five Professional Performances / Broadcasts

Please include copies or photocopies of the concert programmes and check *Program Included*.

- a. Title of Work: \_\_\_\_\_
- Performers (or Medium): \_\_\_\_\_
- Location: \_\_\_\_\_ Performance Date: \_\_\_\_\_
- Presenter/Broadcaster Organization: \_\_\_\_\_
- Duration: \_\_\_\_\_ Program Included: Yes  No

b. Title of Work: \_\_\_\_\_  
 Performers (or Medium): \_\_\_\_\_  
 Location: \_\_\_\_\_ Performance Date: \_\_\_\_\_  
 Presenter/Broadcaster Organization: \_\_\_\_\_  
 Duration: \_\_\_\_\_ Program Included: Yes  No

c. Title of Work: \_\_\_\_\_  
 Performers (or Medium): \_\_\_\_\_  
 Location: \_\_\_\_\_ Performance Date: \_\_\_\_\_  
 Presenter/Broadcaster Organization: \_\_\_\_\_  
 Duration: \_\_\_\_\_ Program Included: Yes  No

d. Title of Work: \_\_\_\_\_  
 Performers (or Medium): \_\_\_\_\_  
 Location: \_\_\_\_\_ Performance Date: \_\_\_\_\_  
 Presenter/Broadcaster Organization: \_\_\_\_\_  
 Duration: \_\_\_\_\_ Program Included: Yes  No

e. Title of Work: \_\_\_\_\_  
 Performers (or Medium): \_\_\_\_\_  
 Location: \_\_\_\_\_ Performance Date: \_\_\_\_\_  
 Presenter/Broadcaster Organization: \_\_\_\_\_  
 Duration: \_\_\_\_\_ Program Included: Yes  No

**5. Other Professional Achievements**

Please submit separately a description outlining your other professional achievements including:

- prizes, awards, honourable mentions or other recognition through competitions,
- works selected for performance by artistic juries,
- professional quality publications and recordings in any medium (CD, LP, cassette, digital).

**6. References**

Please list 3 references:

- a.    Name: \_\_\_\_\_  
       Phone: \_\_\_\_\_  
       Email: \_\_\_\_\_
  
- b.    Name: \_\_\_\_\_  
       Phone: \_\_\_\_\_  
       Email: \_\_\_\_\_
  
- c.    Name: \_\_\_\_\_  
       Phone: \_\_\_\_\_  
       Email: \_\_\_\_\_

I am fully aware of the terms and conditions of the CMC selection process and I certify that the information contained in this application is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## New Associate Composer Application Form Check List

- Application Form – completed and signed
- A complete list of works and professional performances or broadcasts of these works
- Other Professional Achievements
- Proof of Citizenship or Landed Immigrant Status
- Concert Programmes
- A curriculum vitae
- 250 word biography
- \$20.00 non-refundable application fee

Please submit your application package to the appropriate regional office:

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Suite 200  
Montréal, QC  
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quebec@centremusique.ca

### **Atlantic Region**

Fountain School of Performing Arts  
Dalhousie University  
6101 University Avenue  
Room 514  
PO Box 15000, Halifax NS B3H 4R2  
Phone: 902.442.8850  
atlantic@musiccentre.ca

All materials must be received or postmarked no later than these deadlines:

**March 1<sup>st</sup> or September 1<sup>st</sup>**

If you have any questions about the application form or the application process, please contact the appropriate CMC regional office. If you would like to submit your application electronically please consult with the regional office that is receiving the application.