



## Guidelines to Submit Literature to the MSHSAA Prescribed Graded Music List

The guidelines for submitting literature for consideration to be placed on the MSHSAA PGML are provided below. All areas of the list are now accepting literature for consideration for **2013**.

If you have a selection that you feel has been timed incorrectly please submit the selection using the steps outlined below to our office for review. Please contact the MSHSAA Office if you have additional questions.

### Materials must arrive at MSHSAA on or before June 1st

**New Music:** To submit new literature for consideration to be placed on the MSHSAA PGML please follow the steps below. Please review the matrixes for each area of the list prior to submitting literature. **Each matrix is located on the MSHSAA website under the Music Activities link.**

- Print and complete the specific 'Literature Addition Request Form' for each title you are submitting for consideration. Each form is located on the MSHSAA website. The forms have been specifically designed for each area of the list. Please be sure to select the appropriate request form for your selection(s).
- Attach a **photocopy** (Do **not** send ORIGINALS) of the score with the '**Literature Addition Request Form**' and mail to the MSHSAA Office on or before **June 1st**. For solos, include a copy of the soloist part with **each measure numbered**. For ensembles, all parts shall appear on the score and **each measure should be numbered**. **Do NOT send originals!** All photocopies will be destroyed after the review.
- A completed '**Literature Addition Request Form**' must accompany **each** title being submitted for review. Any music submitted without a completed '**Literature Addition Request Form**' **will not** be reviewed and the music will be returned to the sender.

**Music Submitted for Timing Considerations Only:** To submit literature currently appearing on the MSHSAA PGML for timing considerations only please use the steps below.

- Print and complete a '**Timing Clarification**' form located on the MSHSAA website for each selection submitted with timing concerns.
- Attach a photocopy of the score (ensembles only) or soloist's part with the timing clarification form and mail to the MSHSAA Office on or before **June 1st**. For solos and ensembles please **number each measure of the work**. **Do NOT send originals**. All photocopies will be destroyed after the review.
- A '**Timing Clarification**' form must accompany each title being submitted for review.

The individual school directors play a major role in the development and maintenance of the list. Please do **not** submit literature just because the music is in your library rather; submit quality literature that is **not** currently listed. Please consider sharing this information with studio or private music instructors as well. Be certain to submit your music **before June 1st**. **Music received after June 1st<sup>h</sup> will not be reviewed for consideration for the 2013 music festivals.**



## MSHSAA Prescribed Graded Music List

### Literature Addition Request Form

### Brass Solos and Small Ensembles

**Note:** Send photocopy of soloist part and complete score (if ensemble) with this form. Please number each measure on all part(s) submitted.

Do **not** send originals!

Materials must arrive at MSHSAA on or before June 1st

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

Event Type (Trumpet solo, Misc Brass Ensemble, etc.): \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

|   | Grade C | Grade B | Grade A |
|---|---------|---------|---------|
| Range                                   |         |         |         |
| Key(s)                                  |         |         |         |
| Rhythm / Meter                          |         |         |         |
| Technique / Articulation                |         |         |         |
| Tempo                                   |         |         |         |
| Intervals                               |         |         |         |
| Artistry and Musicality                 |         |         |         |
| Accompaniment                           |         |         |         |
| Harmonic Language                       |         |         |         |
| Melodic Language                        |         |         |         |
| Dynamic Expression                      |         |         |         |
| Part Exposure (Ensembles Only)          |         |         |         |
| Part Balance & Texture (Ensembles Only) |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



## MSHSAA Prescribed Graded Music List

### Literature Addition Request Form

### Snare Drum

**Note:** Send photocopy of soloist part with this form. Do not send originals!

**Please number each measure on soloist's part.**

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

|                          | Grade C | Grade B | Grade A |
|--------------------------|---------|---------|---------|
| <b>Rhythmic Notation</b> |         |         |         |
| <b>Meter</b>             |         |         |         |
| <b>Techniques</b>        |         |         |         |
| <b>Dynamics</b>          |         |         |         |
| <b>Tempo</b>             |         |         |         |
| <b>Musical Structure</b> |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

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\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



# MSHSAA Prescribed Graded Music List

## Literature Addition Request Form

### Keyboard Mallet

**Note:** Send photocopy of soloist part with this form. Do not send originals!

Please number each measure on soloist's part.

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

|                           | Grade C | Grade B | Grade A |
|---------------------------|---------|---------|---------|
| <b>Instrumentation</b>    |         |         |         |
| <b>Rhythmic Notation</b>  |         |         |         |
| <b>Meter</b>              |         |         |         |
| <b>Techniques</b>         |         |         |         |
| <b>Dynamics</b>           |         |         |         |
| <b>Tempo</b>              |         |         |         |
| <b>Melodic Range</b>      |         |         |         |
| <b>Harmonic Structure</b> |         |         |         |
| <b>Accompaniment</b>      |         |         |         |
| <b>Musical Structure</b>  |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



# MSHSAA Prescribed Graded Music List

## Literature Addition Request Form

### Timpani

**Note:** Send photocopy of soloist part with this form. Do not send originals!  
Please number each measure on the soloist's part.

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

|                   | Grade C | Grade B | Grade A |
|-------------------|---------|---------|---------|
| Instrumentation   |         |         |         |
| Rhythmic Notation |         |         |         |
| Meters            |         |         |         |
| Techniques        |         |         |         |
| Dynamics          |         |         |         |
| Tempo             |         |         |         |
| Accompaniment     |         |         |         |
| Musical Structure |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
 Attn: Davine Davis  
 P.O. Box 1328  
 Columbia, MO 65205-1328

(For Office Use Only)

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



## MSHSAA Prescribed Graded Music List

### Literature Addition Request Form

### Multiple Percussion

**Note:** Send photocopy of soloist part with this form. Do not send originals!  
Please number each measure on all soloist's part.

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

|                   | Grade C | Grade B | Grade A |
|-------------------|---------|---------|---------|
| Instrumentation   |         |         |         |
| Rhythmic Notation |         |         |         |
| Meters            |         |         |         |
| Techniques        |         |         |         |
| Tone Production   |         |         |         |
| Dynamics          |         |         |         |
| Tempo             |         |         |         |
| Musical Structure |         |         |         |
| Accompaniment     |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
 Attn: Davine Davis  
 P.O. Box 1328  
 Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



# MSHSAA Prescribed Graded Music List

## Literature Addition Request Form

### Percussion Ensembles

**Note:** Send photocopy of complete score with this form. Do **not** send originals!

Please number each measure of the score.

**Materials must arrive at MSHSAA on or before June 1st**

**Title:** \_\_\_\_\_

**Composer:** \_\_\_\_\_

**Arranger/Editor/Transcription:** \_\_\_\_\_

**\*Length of Work (Time if notated on the score or recording):** \_\_\_\_\_

**Is the work 'Permanently Out-of-Print'?**    Yes       No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

| Criteria           | Grade C | Grade B | Grade A |
|--------------------|---------|---------|---------|
| Instrumentation    |         |         |         |
| Rhythmic Notation  |         |         |         |
| Meter              |         |         |         |
| Techniques         |         |         |         |
| Dynamics           |         |         |         |
| Tempo              |         |         |         |
| Melodic Range      |         |         |         |
| Harmonic Structure |         |         |         |
| Musical Structure  |         |         |         |
| Player Exposure    |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:     School Director     Music Publisher     Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:    A    B    C    Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



**MSHSAA Prescribed Graded Music List**  
**Literature Addition Request Form**  
**Piano Solo**

**Note:** Send photocopy of piano solo with this form. Do **not** send originals!  
**Please number each measure of the score.**

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above.  Less than 3 minute

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



## MSHSAA Prescribed Graded Music List

### Literature Addition Request Form

### String Solos and Small Ensembles

**Note:** Send photocopy of soloists part or complete score (ensembles) with this form.

Do **not** send originals!

Please number each measure of the soloist's part or ensemble score.

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

| Event Type:<br>(Violin solo, string duet, etc.) | Grade C | Grade B | Grade A |
|---|---------|---------|---------|
|   |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

(For Office Use Only)

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



## MSHSAA Prescribed Graded Music List Literature Addition Request Form Vocal Solos and Small Ensembles

**Note:** Send photocopy of complete score with this form. Do **not** send originals!  
**Please number each measure of the score.**

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

Event Type (Solo, Boys Quartet, Misc Vocal Ensemble, etc): \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

| Criteria                 | Grade C | Grade B | Grade A |
|--------------------------|---------|---------|---------|
| Vocal Range              |         |         |         |
| Melodic Design           |         |         |         |
| Dynamic Range            |         |         |         |
| Tempo                    |         |         |         |
| Text                     |         |         |         |
| Harmonic Structure       |         |         |         |
| Rhythmic Elements        |         |         |         |
| Accompaniment            |         |         |         |
| Definitions              |         |         |         |
| Texture (Ensembles Only) |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



**MSHSAA Prescribed Graded Music List**  
**Literature Addition Request Form**  
**Woodwind Solos and Small Ensembles**

**Note:** Send photocopy of soloist part and complete score (if ensemble) with this form.  
Please number each measure on all parts submitted.

Do not send originals!

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

Event Type (Flute solo, Misc WW Ensemble, etc.): \_\_\_\_\_

\*Length of Work (Time if notated on the score or recording): \_\_\_\_\_

Is the work 'Permanently Out-of-Print'?  Yes  No

To determine your suggested grade level, complete the chart below by referring to the PGML matrixes on the MSHSAA website. If the selection is a multi-movement works please grade each movement by placing a 1, 2, etc in the grade column(s) to indicate the level of each movement.

| Criteria                 | Grade C | Grade B | Grade A |
|--------------------------|---------|---------|---------|
| Range                    |         |         |         |
| Key(s)                   |         |         |         |
| Rhythm / Meter           |         |         |         |
| Technique / Articulation |         |         |         |
| Tempo                    |         |         |         |
| Expression               |         |         |         |
| Melodic Design           |         |         |         |

\* If the selection is multi-movement, list the time for each movement separately. To be considered a multi-movement work; the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
 Attn: Davine Davis  
 P.O. Box 1328  
 Columbia, MO 65205-1328

**(For Office Use Only)**

\_\_\_\_\_ To be placed on the PML as listed above:  A  B  C  Less than 3 minutes.

\_\_\_\_\_ To be placed on the PML with the following revisions:

\_\_\_\_\_ To **not** be placed on the PML for the following reason:



**MSHSAA Prescribed Graded Music List  
Literature Petition Form  
(Timing Clarification)**

**Note:** Send photocopy of full score (ensemble only) or soloist's part with this form.

**Please number each measure of the work.**

Do **not** send originals!

**Materials must arrive at MSHSAA on or before June 1st**

Title: \_\_\_\_\_

Composer: \_\_\_\_\_

Arranger/Editor/Transcription: \_\_\_\_\_

Event Type (Trumpet Trio; Snare Drum Solo, etc.): \_\_\_\_\_

PML Number: \_\_\_\_\_ Is the work 'Permanently Out-of-Print'?  Yes  No

\*Length of Work (Time if notated on score or recording): \_\_\_\_\_

\* If the selection is multi-movement, list the time for each movement separately. To be considered as a multi-movement work, the selection must have three or more movements and be printed in the visual form of a typical multi-movement work. It should be in sonata or suite form and each section must be separated, titled, and performable alone. (NOTE: A Theme and Variation form is not considered a multi-movement work).

**Submitted by:**

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

Occupation:  School Director  Music Publisher  Other \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Send all related materials to:**

MSHSAA  
Attn: Davine Davis  
P.O. Box 1328  
Columbia, MO 65205-1328

**(For Office Use Only)**

Selection is less than 3 minutes  Selection is over 3 minutes

If multi-movement work, list the number of movements to be performed below.