



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. **There is now an established 3 year rotation for each area of the list.** Literature may be submitted anytime throughout the year; however, it will be kept on file until the next review cycle for that specific area.

Three Year Review Cycle

String Literature – Summer of 2019

Winds/Percussion/Piano Literature – Summer of 2020

Vocal Literature - Summer of 2021

Materials must arrive at MSHSAA on or before June 1st

New Music Submissions

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.

The individual school music directors play a major role in the development and maintenance of the list. 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^h will not be reviewed for consideration until the next cycle of reviews takes place** (See dates listed above).

Music Submitted for Timing Consideration Only

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. 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.

Materials must arrive at MSHSAA on or before June 1st



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 no later than June 1, 2020

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 no later than June 1, 2020

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
Rhythmic Notation			
Meter			
Techniques			
Dynamics			
Tempo			
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

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 no later than June 1, 2020

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			
Meter			
Techniques			
Dynamics			
Tempo			
Melodic Range			
Harmonic Structure			
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)

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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

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 no later than June 1, 2020

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 no later than June 1, 2020

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 no later than June 1, 2020

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 no later than June 1, 2020

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 no later than June 1, 2019

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: (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 no later than June 1, 2021

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 no later than June 1, 2020

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.