MIDDLE SCHOOL CLASSIFICATION CHANGE PROCEDURES

Middle School classifications could change on any given year. Since, there are no longer Music Acceptance Cards to be filed by the school administrator, I must rely on directors to notify me of classification changes.

If your campus enrollment has increased or decreased noticeably and you suspect a classification change, please do the following:

a) In **October,** check with your school administration and get your "snapshot date" enrollment. Remember that only grades 7 & 8 are to be included in this figure. (not 6th grade)

- Conference C Middle School. 0-249 enrollment in grades 7 & 8.
- Conference CC Middle School. 250-649 enrollment in grades 7 & 8.
- Conference CCC Middle School. 650 or more enrollment in grades 7 & 8.

b) If your enrollment has changed, which would indicate a classification change, please submit this change to me no later than **November 1.**

c) Have your school principal submit the change in your enrollment and classification change to me on school letterhead. This letter must be signed by a school campus administrator.

Mail the letter to: **UIL Music Region 31**
2913 Golden Rod Court
Bedford, Texas 76021