



## 1. Review the Handbook

The Handbook outlines and procedures of the Milton Choral Program. In it you can find information about our grading policies, event schedules, extra-curricular programs, and much more. Every year parents and students are asked to review the Handbook to ensure they are aware of our program's behavioral expectations and then complete the Handbook Acknowledgment Form.

Location: Website -> "Documents and Forms" -> "Handbook"

Action: Complete the "Handbook/Travel Acknowledgment" Form (1 per student)

Requires: Student AND Parent

## 2. Complete the Concert Attire and Supplies Form

The Concert Attire and Supplies Form allows us to make sure your child has everything they need for concert day. Every member of the Milton Choral Program is asked to complete this form. Simply follow the instructions and you will be directed to purchase new attire, replacement attire (if you are missing or have outgrown items) or sign a waiver stating that you have all required concert attire.

Location: Website -> "Documents & Forms" -> "Concert Attire."

Action: Complete the "Concert Attire and Supplies" Form (1 per student)

Requires: Student OR Parent (involves payment)

## 3. Student Registration Form

Every student is asked to complete a student registration form. This short form provides us with updated contact information for both the student and parent, as well as some additional student information needed throughout the year. This form is short, and can be completed by a student.

Location: Website -> "Documents & Forms" -> "Student Registration"

Action: Complete the "Student Registration" Form (1 per student)

Requires: Student OR Parent

## 4. Complete the Emergency Contact Form

Since all students in the program leave campus to participate in Large Group Performance Evaluations, all students are required to fill out the Emergency Contact Form. Please take time to make sure we have updated Emergency Contacts, Health Insurance Info, and Travel Policy Agreements.

Location: Website -> "Documents & Forms" -> "Emergency Contact"

Action: Complete the "Emergency Contact" Form (1 per student)

Requires: Student OR Parent

## **5. Volunteer on the MCA SignUp Group Page**

It truly takes a village to make our program successful. There are a lot of moving parts, and parent support is essential to making things go smoothly. In order to ensure that we honor your commitments, we ask that every family commit to meeting at least one need each semester. This page lists all of the various volunteer positions and events of the program and allows you to specify what works best with your needs. Please take a look and let us know what you'd be interested in assisting with. Milton Chorus greatly appreciates your support.

Location: Website -> "MCA" -> "Volunteer" -> "Milton Chorus SignUp Page" Button

Action: Volunteer on the MCA SignUp Group Page (1 per family)

Requires: Parent only

## **6. Become a Patron**

We would like to invite you to become part of the MCA Patron Program. This program is a chance for families, alumni, and members of the Milton High School community at large to support the singers of Milton Chorus. MCA Patron members receive program perks such as name recognition in our concert programs, Milton Choral merchandise, select performance recordings, and premium reserved seating at choral concert performances. Our goal is 100% participation at any level from current student families.

Location: Website -> "MCA" -> "Become a Patron"

Action: Become a Patron!

Requires: Parent only

## **7. Become a Business Sponsor**

While Fulton County covers a portion of program expenses, additional funding is needed to defray expenses such as meals, music and travel expenses. In order to fill in that gap, MCA began looking to the surrounding community. Business sponsorships are an opportunity for members of the business community to partner in the support of Milton High School students while also promoting their business to MCA audiences. If you are a local business, please consider a sponsorship with the Milton Choral Association as part of your local advertising plans this year. For a complete list of benefits please visit our website.

Location: Website -> "MCA" -> "Become a Sponsor"

Action: Become a Business Sponsor!

Requires: Parent only