

DANCE MASTERS OF AMERICA, INC.

NATIONAL BYLAWS

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DANCE MASTERS OF AMERICA, INC.

National Bylaws – Revised July, 2015

ARTICLE I – NAME

The name of this organization shall be DANCE MASTERS OF AMERICA, INC. (hereinafter referred to as DMA), a non-profit educational organization, incorporated in the State of Maryland.

ARTICLE II – OBJECT AND MISSION

Section 1: Object

The object of this organization shall be to:

- A. enable dance educators and their students to meet for a cooperative and collective study of their profession;
- B. advance the art of dance and improve the practices of its teachings;
- C. strive for the mutual interest and fraternal cooperation of its members;
- D. aid young dancers and dance teachers by awarding educational dance scholarships to accredited colleges, private schools of dance, educational and/or DMA educational workshops or conventions.

Section 2: Mission

The Dance Masters of America, Inc. is a professional organization of artists, certified educators, and academically degreed members, committed to the elevation of the art of dance and provides innovative artistic experiences for the advancement of dance worldwide.

ARTICLE III - CODE OF ETHICS

The Code of Ethics shall apply to all members of the Dance Masters of America, Inc. and its Affiliated Chapters. The term “teacher” and or “educator” as used in this code, includes all members of DMA. This code seeks to set standards for members and to provide guidelines for the development of desirable conduct which will promote the dignity, integrity and public and professional image of the dance profession, DMA and its members. The creation and maintenance of a professional image imposes on the member teacher a number of professional and ethical responsibilities.

- A. A member teacher’s first professional responsibility is to enhance the quality of dance education provided to the students in his/her charge. In furtherance thereof, the educator shall strive to improve his/her techniques for teaching all types of dance, especially as modified or revised in accordance with the progress of dance education by DMA. Teachers shall make a constant and consistent effort to improve professionally through continual study, knowing that *“Dance is a Living Art”*.
- B. The member teacher shares a collective responsibility to work for the good of DMA. They must uphold its educational goals and standards, and abide by and uphold the Bylaws, Code of Ethics, Standing Rules and other policies of DMA.
- C. DMA recognizes that a higher standard of personal behavior is expected of its members, therefore:
 1. A member shall not make derogatory comments about or against others in the dance profession;
 2. A member shall not knowingly solicit another teachers students;
 3. A member or group of members shall not make unauthorized representations to other individuals or organizations on behalf of DMA or its affiliated chapters.
- D. It is the member teacher’s responsibility to maintain relationships with students, assistants and employees on a professional basis. DMA recognizes the trust placed in as well as the unique power of the teacher-student relationship. The teacher-student relationship also shall include the member teacher’s assistants and employees. The teacher-student relationship involves a power of imbalance, therefore, the teacher shall not engage in harassment, abusive words or actions.
- E. All forms of sexual behavior or harassment with students are unethical, even when students invite or consent to such behavior involvement. Sexual behavior is defined as, but not limited to, all forms of overt and covert seductive speech, gestures, and behavior, such as physical contact of a sexual nature. Harassment is defined, but not limited to, comments, gestures or physical contacts of a sexual nature.
- F. The students, assistants and employees perceive the member teacher as an example of integrity. The personal behavior of a teacher shall be legal, ethical and moral. Appropriate assistance shall be sought by the member teacher for personal problems and conflicts which may affect the teacher’s public and professional image. The member teacher’s behavior shall always reflect that the member teacher is aware that he/she is considered an example to students, assistants and employees.
- G. The member teacher and his or her agents shall be willing to work with his/her colleagues, regardless of age, sex, nationality, ethnic origin, status, religion or political affiliation, qualification or personal

differences. The member teacher and his or her agents shall not knowingly solicit another teacher's students.

- H. Any advertising, verbal or written, including but not limited to announcements, public statements and promotional activities, shall not misrepresent professional qualifications, or contain any false, fraudulent, misleading, deceptive or unfair statements.
- I. Fees and financial arrangements should always be disclosed in writing without hesitation or equivocation before the commencement of dance instruction. All fees charged shall be of a standard which upholds the dignity of the dance profession. All fiscal affairs shall be conducted with due regard to recognized business and accounting procedures.

ARTICLE IV – MEMBERSHIP

Membership in this organization shall be through an Affiliated Chapter.

Section 1 - Classification of Membership

There shall be nine (9) classifications of membership, each having their individual requirements and benefits and each of which shall be maintained through membership in an Affiliated Chapter.

A. Certified Active Membership

1. Eligibility

To be eligible for Certified Active Membership, the applicant shall:

- a. be eighteen (18) or older;
- b. have studied dance;
- c. have taught dance as a teacher or assistant teacher (without supervision by any other dance teacher in the classroom) for a period of not less than three (3) years out of five (5) years immediately prior to the submission of the Membership Application;
- d. be actively engaged in dance education;
- e. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime; meet the examination requirements as prescribed in Article IV, Section 2, A 2.

2. Examination

The applicant's examination for membership shall adhere to the minimum guidelines as stated below:

- a. Applicants shall pass an examination with a grade of at least 75% in:
 - 1. one (1) subject of dance the applicant teaches, if the applicant teaches only one (1) subject;
 - 2. a minimum of two (2) subjects of dance the applicant teaches, if the applicant teaches more than one (1) subject;
 - 3. if only one (1) examination is taken upon joining DMA and, if at a future date, the applicant should teach more than one (1) subject, an examination in one (1) additional subject they teach shall be required.

3. Examiners

- a. A minimum of two (2) DMA members who are Nationally Certified or Chapter Certified Examiners shall administer the membership examination(s).
- b. An examiner may test only in the subject he/she has passed.
- c. DMA examinations may not be administered by anyone who has any affiliation with the applicant.

4. Exceptions

- a. Applicants who have passed the Cecchetti Teachers Elementary Examination (formerly known as Grade V) shall not be required to take the DMA Ballet Examination for membership.
- b. Applicants who have passed the Royal Academy of Dancing-Elementary Examination shall not be required to take the DMA Ballet Examination for membership.
- c. Applicants who have passed the Teachers Training School examination(s) may become members without further examination in those same subjects of dance.

5. Specifications

- a. Examinations may be given at any DMA sponsored function.
- b. Examinations given at any National Event shall only be given according to the requirements and procedures of the designated Affiliated Chapter with an Affiliated Chapter Examiner as a member of the National Examination Committee or with the Affiliated Chapter Delegate observing the examination.

B. Certified Active C. E. Membership (Continuing Education)

To be designated as a Certified Active C.E. Member in DMA, the Certified Active member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished

through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapters. Continuing Education Certificates are provided by DMA National Office to the Affiliated Chapters and administered and presented by the Affiliated Chapter.

C. Degreed Membership

1. Eligibility

To be eligible for Degreed Membership, the applicant shall:

- a. be eighteen (18) or older;
- b. have studied dance;
- c. be actively engaged in dance education for a minimum of three(3) out of five (5) years immediately prior to the submission of the membership application;
- d. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime;
- e. submit a copy of their earned Degree from one or more of the Affiliated Chapter approved institutions of higher education as published by DMA.

2. Examination

Any applicant submitting a copy of their earned Degree from one or more of the Affiliated Chapter approved institutions of higher education as published by DMA shall not be subject to further examinations.

D. Degreed C.E. (Continuing Education) Membership

To be designated as a Degreed C.E. Member in DMA, the degreed member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapters. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapters and administered and presented by the Affiliated Chapter.

E. Professional Membership

1. Eligibility

To be eligible for Professional Membership, the applicant shall:

- a. be eighteen (18) or older;
- b. have studied dance;
- c. be actively engaged in dance for a minimum of three (3) out of five (5) years immediately prior to the submission of the Membership application;
- d. submit documentation as proof that you have danced professionally for a period of not less than three (3) years in any one or more of the following: on or off Broadway Production, in commercials, aboard a cruise line, at a theme park, or as part of a touring, industrial, national or regional theatre or dance company, MTV video, etc.;
- e. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime.

2. Examination

Any applicant submitting documentation for Professional Membership status shall not be subject to further examinations.

F. Professional C.E. (Continuing Education) Membership

To be designated as a Professional C.E. Member in DMA, the Professional member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapters. Continuing Education Certificates are provided by DMA National Office to the Affiliated Chapters and administered and presented by the Affiliated Chapter.

G. Honorary-Certified Active Membership

A member who has served this organization in the office of National President shall have Honorary-Certified Active Membership conferred at the expiration of the term of office. The Honorary-Certified Active member shall enjoy all the privileges of Certified Active Membership and be exempt from the payment of all dues, fees and/or assessments. This privilege shall not include any food functions.

H. Honorary-Certified Active C.E. Membership (Continuing Education)

To be designated as an Honorary-Certified Active C.E. member in DMA, a National Past President must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapters. Continuing Education

Certificates are provided by DMA National Office to the Affiliated Chapters and administered and presented by the Affiliated Chapter.

I. Life Membership

Life Membership may be conferred on any member who has been a Member in good standing for a minimum of twenty-five (25) years and has retired from the dance profession.

1. Any Member who receives compensation from any dance related activity such as owning an interest in a dance studio, teaching, choreographing, coaching, adjudicating or entering competition, as a Teacher of Record, Teacher of Recognition or Choreographer shall not be eligible for Life Membership.
2. The Affiliated Chapter shall present requests for Life Membership in writing to the DMA National Office for verification of eligibility. If all qualifications are met, Life Membership shall be granted.
3. Life Membership shall automatically cease and prior membership status resume should the Life Member again become active in the dance profession.
4. Life Members shall be exempt from the payment of DMA dues.
5. Life Members shall be exempt from the payment of the National Convention Registration fee. This privilege shall not include any food functions.
6. Life Members are no longer entitled to 50 Year Membership Status.

Section 2 - Privileges

- A. All members in good standing may participate in study programs, meetings and functions and shall be entitled to the floor for discussion.
- B. Only Certified Active, Certified Active C.E., Honorary Certified Active, and Honorary Certified Active C.E. Members in good standing shall:
 1. Participate in the transaction of business and shall have the privilege of voting and holding office;
 2. Use the DMA official (oval) logo that states "Certified By Test To Teach" and or the commercial logo.
- C. Degreed, Degreed C.E., Professional, and Professional C.E. Members shall have the privilege of using the DMA Commercial logo.

Section 3 – Good Standing

A member in good standing is one whose dues, fees and assessments are paid and who is not under suspension by the Chapter or the National Organization.

ARTICLE V - HONORARY MEMBERSHIP STATUS

A person who has made a significant contribution to the objects of this organization or to the dance profession may be granted Honorary Membership Status in DMA.

- A. Honorary Members shall be exempt from the payment of all fees.
- B. Any person receiving the DMA Annual Award, the DMA President's Award or the DMA Life Time Achievement Award shall also be awarded Honorary Membership upon the acceptance of the award.
- C. Requests for Honorary Status shall be presented in writing to the National Executive Secretary. This status does not include the privileges of Active Membership.

ARTICLE VI – DUES – COLLECTION – FIFTY YEAR MEMBERS –ASSESSMENTS AND FISCAL YEAR

Section 1 - Dues

- A. Annual dues for all Certified Active, Certified Active C.E., Degreed, Degreed C.E., Professional and Professional C.E. Members shall be as provided in the Standing rules.
- B. Annual dues for all Certified Active and Certified Active C.E., Degreed, Degree C.E., Professional and Professional C.E. Members shall be payable upon application for membership and on September 1st of each year thereafter.
- C. Honorary Certified Active and Honorary Certified Active C. E. Members shall be exempt from the payment of dues and assessments.
- D. Life Members shall be exempt from the payment of dues.
- E. Members in good standing, who are in the Armed Services, upon written request to the National Executive Secretary, shall be exempt from the payment of dues and shall be extended all privileges of Membership during active duty.

Section 2 - Collection

All dues shall be collected by the Affiliated Chapters and forwarded within thirty (30) days to the National Treasurer's Office.

Section 3 - Fifty Year Members

- A. Certified Active or Certified Active C.E. members who have been in good standing for at least fifty (50) years shall be exempt from the payment of DMA dues and may attend the National Conventions without payment of the registration fees.
- B. This privilege shall not include any food functions.
- C. On the fiftieth (50th) year of membership, all Certified Active, Certified Active C.E., Honorary Certified Active and Honorary Certified Active C.E. Members will be the banquet guest of DMA.

Section 4 - Assessment

An equal assessment, not to exceed the amount of the yearly dues, may be levied on all Certified Active, Degreed and Professional Members upon recommendation of the Board of Directors and upon approval of two-thirds (2/3) of the members present and voting at an annual meeting or a special meeting called for this purpose.

Section 5 - Fiscal Year

The fiscal year shall be from September 1st through August 31st.

ARTICLE VII – GRIEVANCES

All Grievances must be filed within 90 days of the action against which the complaint was filed.

- A. National against a Member or Chapter
The National Executive Committee shall have the right to file a grievance, with the National Grievance Committee, against any member or Affiliated Chapter if, in the opinion of the National Executive Committee, said member or Affiliated Chapter has failed to abide by the Bylaws, Code of Ethics, or rules of this corporation. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.
- B. Chapter against a Chapter
Any Affiliated Chapter shall have the right to file a written grievance against another Affiliated Chapter to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.
- C. Member against their Chapter
Any member or group of members shall have the right to file a written grievance against their Affiliated Chapter. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapters Ethics Committee for review and determination of the charges. If, in the event that the Chapter's Ethics Committee fails to begin deliberation within thirty (30) days, the grievance shall be sent to the National Executive Committee who will forward the grievance and a report to the National Ethics Committee for review and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee and shall send a written report to the member(s) and the Affiliate Chapter's Board of Directors.
- D. Chapter against Member of their Chapter
Any Affiliated Chapter Board of Directors shall have the right to file a written grievance against a member of their Affiliated Chapter. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapter's Ethic Committee for review and determination of charges. All appeal must be sent to the Chapter's Ethics Committee for review. The Chapter's Executive Committee shall approve all disciplinary actions taken by the Chapter's Ethics Committee.
- E. Member against Member of their Chapter
Any member or group of members shall have the right to file a written grievance against another member or group of members of their Affiliated Chapter to the Affiliated Chapter's Board of Directors. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapter's Ethics Committee for review and determination of charges. All appeal must be sent to the National Ethics Committee for review. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.
- F. Member against any Member of a Chapter other than their own
Any member or group of members shall have the right to file a written grievance against another member or group of members of any Affiliated Chapter, other than their own, to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.
- G. Chapter against a Member of another Chapter
Any Affiliated Chapter shall have the right to file a written grievance against a member of another Affiliated Chapter to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and

determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

ARTICLE VIII – DISCIPLINARY ACTION

Any member found guilty by the National Ethics Committee of any violation of the DMA Bylaws, Code of Ethics, and Competition Rules may be fined, suspended or terminated. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

Section 1 – Suspension

- A. The National Ethics Committee shall determine the length of all suspension.
- B. If a member is charged with a crime and/or indicted of a crime, the procedure for handling ethics violations as set forth in Article III of the Bylaws shall be suspended until after the charges are dismissed and/or a court of law renders a final decision in the criminal case. When the National or Affiliated Chapter's Board of Directors reports the violation to the appropriate Affiliated Chapter, the Board shall include in the report the outcome of the charges and/or indictment.
- C. Any member whose dues are unpaid by December 1st of the current year shall be suspended from membership and denied all privileges of this organization.
- D. Suspension for delinquency of dues, fees and/or assessments is automatically retracted upon full payment of said delinquent dues, fees and assessments before the end of the current fiscal year.
- E. When the National Ethics Committee deems it necessary to suspend a member, the National Executive Committee shall approve the length of the suspension.

Section 2 – Termination

- A. Any member who has been suspended by the National Ethics Committee twice shall have their membership terminated.
- B. Any member who files or threatens in writing to file a law suit against this corporation, its members or officers without first going through the procedures for handling grievances or ethics violations set forth in Article III of the Bylaws shall have their membership terminated.
- C. The National Ethics Committee shall place any member found guilty of a crime under review. The National Ethics Committee, with the approval of the National Executive Committee, shall then determine continuing membership status.
- D. Any member whose dues remain unpaid for one (1) year shall have their membership terminated.
- E. Any member who issues a bad check that is not honored with full payment, including all fees and service charges within thirty days (30) from date of notice by the DMA National Treasurer shall have their membership terminated.

ARTICLE IX – RESIGNATION - REINSTATEMENT - REAPPLICATION

Section 1 – Resignation

All letters of resignation must be received at the National Office by December 1st. Resignations received after December 1st will not be approved without payment of the current year's dues.

Section 2 – Reinstatement

- A. Member who has resigned or has been terminated for non-payment of dues may rejoin the DMA only one (1) time without re-examination. If re-examination is required, all specifications detailed in Article IV must be followed.
- B. Any former member who has already used their one (1) time reinstatement (without retesting privilege) may reapply and must retake the necessary examinations, thus qualifying for new membership.
- C. Any member who has been terminated from membership due to non-payment of dues may be reinstated one (1) time, with payment of the current year's dues and one (1) back year's dues.
- D. Any member who was terminated from membership or resigned their membership for a period of seven (7) or more years must re-take the necessary membership examinations to qualify for membership.

Section 3 – Reapplication

Reapplication is required when a former member has been terminated, or wishes not to be reinstated.

Those who reapply for membership must first be approved by the National Advisory Committee and if approved, must re-take the necessary membership examinations

- A. Any former member whose membership has been terminated by the National Ethics Committee may reapply after a lapse of five (5) years with the approval of the National Executive Committee.

ARTICLE X - CHAPTER AFFILIATION

Section 1 - Application

- A. Any organized group of dance teachers with not less than fifteen (15) members in good standing may apply for affiliation as a Chapter in the Dance Masters of America, Inc. through the DMA National Office. The application shall be in writing and accompanied by:
 1. a complete list of officers and members;
 2. a copy of the Bylaws and Standing Rules;
 3. an affiliation fee which is non-refundable.
- B. Membership Examinations for the members of the proposed group shall be given by National Examiners appointed and approved by the National Advisory Committee.
- C. Members of the proposed group, upon successfully passing their DMA Membership Examination(s), shall be placed in the Chapter-at-Large and are subject to the assessment of dues by the Chapter-at-Large until such time that the proposed group has met all Affiliation requirements and have been officially notified by the National Executive Secretary that the application for Affiliation has been approved by a two-thirds (2/3) vote of the National Executive Committee.
- D. Upon approval of the Affiliation Chapter's name, Bylaws, Standing Rules, Code of Ethics, Competition Rules and the signing of the Affiliation Agreement between the Dance Masters of America, Inc. and the Affiliated Chapter, a Charter shall be issued by the National Executive Secretary.

Section 2 - Requirements

- A. That the Bylaws, Standing Rules, and Code of Ethics of all Affiliated Chapters shall be patterned after the National DMA Bylaws and Standing Rules and approved by the National Advisory Committee. Affiliated Chapters may not maintain Bylaws, Standing Rules or Code of Ethics that are in direct conflict with the Bylaws, Standing Rules or Code of Ethics of the National Organization.
- B. That the Competition Rules of all Affiliated Chapters shall be patterned after the National DMA Competition Rules. Affiliated Chapters may not maintain Competition Rules that are in direct conflict with those of the National Organization.
- C. That all members of the Affiliated Chapter shall be required to maintain membership in DMA.
- D. That Affiliated Chapters shall adhere to all classifications of membership authorized in Article IV of the DMA Bylaws and shall use the DMA Membership Applications and Examinations forms. The DMA National Office shall supply the required forms.
- E. That each affiliated Chapter in good standing shall elect or appoint one (1) Delegate and one (1) Alternate to serve as their representative on the National Board of Directors. Only Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. members in good standing are eligible.
- F. That any Chapter not sending a Delegate to the National Convention shall submit the required reports to the DMA National Office at least two (2) weeks prior to the National Convention. If the report is not received as stated in Article VIII, Section 2, F e the Affiliated Chapter will not be eligible to receive any National Scholarships for the following year's National Convention.
- G. All affiliated chapters must report to the National Office immediately the following:
 1. Transfer of members on the official form available on the website.
 2. Suspension of membership of any member.
 3. Termination of membership of any member including but not limited to disciplinary or non-payment of dues.
 4. Denial of membership privileges.
- H. Chapters individually or collectively may host an event for students and teachers to avail themselves of the master teachers and quality activities for which DMA is noted. These events may not be held from the dates of June 1 through August 31.
- I. That Affiliated Chapters shall not have the rights to, or interest in, any assets of this organization; nor shall DMA have any rights to or interest in the assets of an Affiliated Chapter.
- J. That Affiliated Chapters shall not lose its identity to the DMA National Organization, nor will the DMA National Organization interfere with the Affiliated Chapter's normal business affairs. However, DMA reserves the right to enter into disputes within or between Affiliated Chapters under the following conditions:
 1. when and if there is a dispute between Affiliated Chapters;
 2. when and if an Affiliated Chapter or any member of an Affiliated Chapter is subject to legal action by another member, group of members or by an Affiliated Chapter;
 3. when and if DMA is invited, as a non-binding arbitrator, to intercede by either or all parties in any matter.

- K. That the National Advisory Committee members and the National Area Vice-President assigned to the chapter shall have the privilege of attending any Grand Body, Executive Committee or Board of Directors meeting of the chapter.

Section 3 – Suspension and Termination of Affiliation Agreement

- A. DMA may suspend privileges or terminate its affiliation with any Chapter that:
1. does not maintain 100% Active DMA Membership;
 2. does not maintain a minimum of fifteen (15) dues paying members;
 3. does not maintain Bylaws that comply with or are in direct conflict with the Bylaws of the National Organization with the exception of Article IV, Section 2. (Each Affiliated Chapter may use a standard that is higher but not lower than those of the National Organization for membership);
 4. does not uphold the Bylaws, Code of Ethics, Mission Statement, and Rules governed by the DMA National Board of Directors and upheld by the National Executive Committee;
 5. does not meet deadline dates for submitting Annual Reports to the National Office two (2) consecutive years;
 6. does not hold a minimum of two (2) grand body meetings a year;
 7. does not offer a member at least ten (10) hours of educational sessions (ie. workshops, manual reviews, seminars, etc.) per year, excluding competition. These hours may not overlap;
 8. does not conduct Chapter business in the best interest of its members or DMA.
- B. The affiliation agreement may be suspended or terminated upon the recommendation of the Advisory Committee and a two-thirds (2/3) vote of the Executive Committee.
- C. In the event that an Affiliated Chapter wishes to terminate the Affiliation Agreement, with the exception of the Chapter-at-Large, the following guidelines shall apply:
1. The Affiliated Chapter shall conduct a written poll of its complete membership and shall provide DMA with the names of those members who voted to terminate the agreement.
 2. A two-thirds (2/3) vote of the entire membership shall be required to implement termination.
 3. Should there fail to be a two-thirds (2/3) vote in favor of termination, the members who wish to remain as an Affiliated Chapter shall assume the right to hold the Affiliation Charter and the Chapter's assets, provided their number is fifteen (15) or more members.
 4. Should there be less than fifteen (15) remaining members but there are five or more who wish to work toward raising the number to a Chapter level, a grace period of one year may be granted. If the required fifteen (15) members have not been obtained after the grace period, the Chapter title and number shall be declared null and void and the charter returned to the DMA National Office.
 5. The Affiliated Chapter shall give written notice of such intention to terminate within ten (10) days of the decision.
- D. In the event that DMA wishes to terminate the Affiliation Agreement, with the exception of the Chapter-at-Large, the following guidelines shall apply:
1. The National Office shall serve notice of the termination, to the membership of the former Affiliated Chapter who did not voted to remain in DMA to determine their interest in the establishment of a new Chapter.
 2. The National Office shall offer its services to establishing a new Affiliated Chapter.
 3. The National Office shall give written notice of such intention to terminate within ten (10) days of the Executive Committee's decision.

Section 4 – Identification

- A. The Dance Masters of America, Inc. will maintain a Chapter-at-Large for any member who does not reside in an area geographically close to an established Affiliated Chapter with regularly scheduled functions or has personal reasons for not affiliating through the nearest Affiliated Chapter.
- B. Each Affiliated Chapter may select its proper name of identification and shall be assigned a numerical number by the DMA National Organization with the exception of Chapter-at-Large.
- C. Affiliated Chapter's shall not be permitted to use Dance Masters of America, as part of their Chapter name. They shall be known as an Affiliate of the Dance Masters of America, Inc.

ARTICLE XI – NATIONAL OFFICERS

Section 1 – National Officers

The elected officers of this organization shall be:

- A. a National President;
- B. a National First Vice-President;
- C. a National Second Vice-President;
- D. a National Executive Secretary;
- E. a National Treasurer;
- F. five (5) National Area Vice-Presidents;

- G. four (4) National Directors.

Section 2 - Eligibility

- A. Only Certified Active, Certified Active C. E., Honorary Certified Active, and Honorary Certified Active C.E. who have been members in good standing for at least three (3) years shall be eligible to hold office.
- B. To be nominated for office, the member must be present at the National Convention with one exception: if an incumbent officer, due to unfortunate circumstances, is unable to attend the convention, eligibility for nomination shall require the approval of the National Board of Directors by a two-thirds (2/3) vote.
- C. A nominee to any elected office, except National Director, shall have completed a minimum of two (2) years, at the time of nomination, within the last ten (10) years as a member of the National Board of Directors and performed the required duties.
- D. Any eligible member who is an elected or appointed Officer, Director or Committee Chairman of any other national dance teachers' organization, association or corporation doing business as an educational or competition venue or whose business practices can be construed as being in direct conflict with DMA, other than holding a position within an Affiliated Chapter of DMA, may be nominated to DMA Office upon approval of the National Executive Committee.

Section 3 - Terms of Office

- A. The National President, National First and Second Vice-Presidents, National Executive Secretary, National Treasurer and five (5) National Area Vice-Presidents shall serve for a term of one (1) year or until their successors are elected.
- B. The four (4) National Directors shall serve for terms of two (2) years or until their successors are elected. The terms of the Directors shall be staggered. Two (2) Directors shall be elected annually.
- C. A member may hold the office of:
 - 1. National President for not more than two (2) consecutive years;
 - 2. National First Vice-President for not more than two (2) consecutive years;
 - 3. National Second Vice-President for not more than two (2) consecutive years;
 - 4. National Area Vice-President for not more than three (3) consecutive years;
 - 5. National Treasurer without term limitation;
 - 6. National Executive Secretary without term limitation;
 - 7. National Director may not serve two consecutive terms.
- D. The officers shall be installed at the National Convention where elected and shall, with the exception of the National Executive Secretary and National Treasurer, assume their duties after August 31st. The National Executive Secretary and National Treasurer shall assume their duties after October 31st.
- E. Outgoing officers, with the exception of the National Executive Secretary and National Treasurer, shall clear and deliver all books and records of their office to their successor within thirty (30) days after the conclusion of the National Convention. The National Executive Secretary and National Treasurer shall clear and deliver all books and records of their office to their successor within ninety (90) days after the end of the fiscal year.

Section 4 - Vacancies in National Office

- A. Temporary Vacancies
 - 1. Any officer unable to attend the convention shall be obligated to release the office for the duration of the convention. At the first meeting of the Board of Directors, the National President, with the approval of the National Board of Directors, shall fill any vacancies with eligible members.
 - 2. The National First or National Second Vice-President in order of rank shall perform the duties of the National President in the event of the National President's absence or at the specified request of the National President.
- B. Permanent Vacancies
 - 1. The National First Vice-President shall fill a vacancy in the office of National President.
 - 2. The National Second Vice-President shall fill a vacancy in the office of National First Vice-President.
 - 3. The National President shall fill a vacancy in all other offices by appointment of an eligible member with the approval of the National Executive Committee.
 - 4. All officers, elected and/or appointed, must serve more than one half (½) the term to be considered having served a full term.

Section 5 - Duties

- A. The National Officers shall perform the duties pertinent to their office and those described in the Bylaws, Standing Rules and the adopted parliamentary authority. All elected or appointed National Officers of the DMA shall serve on the National Board of Directors in the capacity of their specific office. They shall not represent the interest of any single chapter.

ARTICLE XII - NOMINATIONS AND ELECTIONS

Section 1 - Composition

The National Nominating Committee shall consist of seven (7) members. At the first meeting of the National Board of Directors at the National Convention, the:

- A. delegates shall elect one National Board of Directors member from each of the groupings of Chapters assigned to the five (5) National Area Vice-Presidents. They shall be elected by the National Board members in attendance.
- B. one of the five (5) members of the National Nominating Committee, selected in accordance with Article XI, Section 1, A, shall be selected Chairman by the other Committee Members.
- C. the Executive Committee shall appoint two (2) additional members not serving on the National Board of Directors.

Section 2 - Duties

- A. The National Nominating Committee Chairman shall call a meeting of the committee immediately following the first meeting of the National Board of Directors to consider all members eligible for office prior to contacting any member as to his/her willingness to be nominated for the office.
- B. The Committee shall nominate at least one (1) or more candidates for each office to be filled.
- C. No names may be placed in nomination without the consent of the nominee. Two (2) committee members shall join to personally contact each candidate they are considering for the slate.
- D. The National Nominating Committee Chairman shall prepare the list of candidates, which shall be posted on a bulletin board. The bulletin board is to be placed in full view outside the National Grand Body meeting room no later than one (1) hour prior to the nominating of officers.
- E. During the meeting at which the National Nominating Committee Chairman makes the report, the list of candidates shall be posted on a board in clear view of all members. Any voting member, providing the consent of the nominee has been secured, may make nominations from the floor at this meeting.
- F. The Committee shall be responsible for the preparation of ballots with the names of the candidates for each office placed in alphabetical order.
- G. The National Nominating Committee Chairman shall be responsible for the prompt delivery of the ballots to the National Chairman of Elections.

Section 3 - Elections

- A. The date and time for elections shall be posted.
- B. The officers shall be elected at the Annual Meeting.
- C. Election shall be by ballot. If there is only one nominee for an office, the election may be by voice vote of the National Executive Secretary on behalf of the membership immediately following the report of the Nominating Committee.
- D. A majority vote shall be necessary for the election of all officers except Area Vice Presidents and the National Directors who shall be elected by plurality. If an officer fails to receive a majority on the first ballot, there shall be a run-off election between the two(2) candidates with the highest number of votes.
- E. The election shall be under the direction of the National Chairman of Elections, appointed by the National President.

ARTICLE XIII – MEETINGS

National Convention

There shall be one (1) National Convention each year, the location selected by the National Advisory Committee. In the selection of convention locations, consideration should be given to specific dance and competition needs.

Section 1 - Study Activities

- A. A schedule of study activities and competitions is to be determined by the National Advisory Committee in conjunction with established formats.
- B. The National Advisory Committee shall select the faculty for all events from its own recommendations submitted by the Affiliated Chapters and the National Faculty Search Committee.

Section 2 - Grand Body Meeting

- A. The National Grand Body shall be defined as the voting members in attendance at the National Convention.
- B. The National President shall call a minimum of three (3) business meetings. Two (2) of these meetings shall be held prior to the election of officers.
- C. Fifty (50) voting members (Certified Active, Certified Active C. E., Honorary Certified Active, Honorary Certified Active C. E.) shall constitute a quorum at all business meetings. If a quorum is not present, the National Board of Directors shall be authorized to dispose of business presented with the exception of the nominations and election of officers and amendments to the National Bylaws.

ARTICLE XIV – NATIONAL BOARD OF DIRECTORS

Section 1 - Composition

- A. Members of the National Board of Directors shall be:
 - 1. the National President, National First and Second Vice-Presidents, National Executive Secretary, National Treasurer, Five (5) National Area Vice-Presidents and the four (4) National Directors;
 - 2. the Immediate National Past-President;
 - 3. one (1) Delegate from each Affiliated Chapter.
- B. A National Parliamentarian, who is appointed by the National President with approval of the National Advisory Committee, shall attend meetings in an advisory capacity with voice but no vote.
- C. A Finance Committee Chairman, who is appointed by the National President with approval of the National Advisory Committee, shall attend in an advisory capacity with voice but no vote.
- D. The members of the National Finance Committee who are appointed by the National President with the approval of the National Advisory Committee may attend meetings of the National Board of Directors without voice or vote unless they are already a member of the Board of Directors in another capacity.

Section 2 - Duties

The Board of Directors shall:

- A. approve or disapprove proposed National Bylaw and Competition Rules amendments submitted;
- B. present approved changes of the National Bylaws to the Grand Body;
- C. adopt National Standing Rules and Special Rules of Order as needed to carry on the business of DMA, subject to amendments or repeal by the National Grand Body;
- D. elect five (5) members to the National Nominating Committee as provided in Article XI, Section 1, A;
- E. delegate to the National Executive Committee such authority as deemed necessary;
- F. approve or disapprove budgets as presented by the National Finance Committee.

Section 3 - Meetings

- A. Regular meetings of the National Board of Directors shall be held during the period of the National Convention. The National President may call meetings at any time deemed necessary during this period. They may also be called upon the request of five (5) members of the National Board of Directors.
- B. Special meetings of the National Board of Directors may be called at any time deemed necessary by the National President, or upon the request of five (5) members of the National Board of Directors.
 - 1. At least five (5) days notice of a special meeting shall be sent to all members of the National Board of Directors.
 - 2. No business other than that specified in the notice shall be considered.
- C. Twenty (20) members of the National Board of Directors shall constitute a quorum.

ARTICLE XV – NATIONAL EXECUTIVE COMMITTEE

Section 1 – Composition

- A. The members of the National Executive Committee shall be:
 - 1. the National President, National First and Second Vice-Presidents, National Executive Secretary, National Treasurer, five (5) Area National Vice-Presidents and the four (4) National Directors;
 - 2. the Immediate National Past-President.
- B. The National Parliamentarian, who is appointed by the National President, shall attend meetings in an advisory capacity with voice but no vote.

Section 2 - Duties

The National Executive Committee shall:

- A. be responsible for:
 - 1. the transaction of necessary business between meetings of the National Board of Directors;
 - 2. business that may be referred to it by the National Board of Directors;
- B. to review and make recommendations on all matters to be brought before the National Board of Directors;
- C. to review and make recommendations on matters approved by the National Board of Directors and Grand Body and refer them to the National Advisory Committee for implementation;
- D. make a complete report of its actions to the Affiliated Chapters and National Board of Directors;
- E. approve or disapprove recommendations of the National Advisory Committee;
- F. by a majority vote of all the Executive Committee members, at recommendation of the Advisory Committee and/or the President, remove any officer, elected or appointed, when in its judgment the best interest of Dance Master of America would be served.

Section 3 - Meetings

- A. The National Executive Committee shall meet:
 - 1. not later than the day following the National Convention;
 - 2. at the call of the National President or, in his/her absence, the National First Vice-President or the National Second Vice-President, or at the request of four (4) members of the National Executive Committee.
 - a. The time and place of such meetings shall be determined by the National President or, in his/her absence, the National First Vice-President or National Second Vice-President.
 - b. At least ten (10) days notice of the meeting shall be sent to all members of the National Executive Committee.
- B. The National Executive Committee may conduct business by electronic means when necessary.
- C. Eight (8) members of the National Executive Committee shall constitute a quorum for all meetings.

ARTICLE XVI – NATIONAL ADVISORY COMMITTEE

Section 1 – Composition

The National Advisory Committee shall consist of the following:

- A. During the first term of a National President, the members shall be the President, National Executive Secretary, National Treasurer and the Immediate National Past-President. The National First Vice-President and the Second Vice-President shall be ex-officio members, with voice but no vote and without participation in electronic meetings.
- B. During the second term of a National President, the members shall be the National President, National First Vice-President, National Executive Secretary, and the National Treasurer. The National Second Vice-President shall be an ex-officio member with voice but no vote and without participation in electronic meetings.

Section 2 – Duties

- A. The National Advisory Committee shall:
 - 1. transact all business between meetings of the National Executive Committee;
 - 2. approve and update all educational materials;
 - 3. formulate and implement plans for the betterment of the entire membership;
 - 4. oversee the activities of all committees;
 - 5. select sites, facilities and dates for all planned events;
 - 6. select all faculty and adjudicators for all planned events;
 - 7. plan schedules and oversee all planned events;
 - 8. establish all fees;
 - 9. approve National Bylaws of Affiliated Chapter applicants;
 - 10. advise the National Treasurer concerning investment of surplus funds;
 - 11. approve all appointments made by the National President;
 - 12. assign Affiliated Chapters to the National Area Vice-Presidents.
- B. National Advisory Committee recommendations shall be submitted in writing to the National Executive Committee for approval.

Section 3 - Meetings

- A. The National Advisory Committee shall meet at the call of the National President with at least one (1) meeting between convention dates.
- B. The time and place of all meetings is to be determined by the National President.
- C. At least ten (10) days notice shall be given to the members of the National Advisory Committee prior to the meeting date.
- D. Three (3) members shall constitute a quorum.
- E. The National Advisory Committee may conduct meetings by electronic means.

ARTICLE XVII - SPECIAL PROGRAMS

Section 1 - Special Courses and Study Programs

DMA shall sponsor and operate such Special Courses and Study Programs as may be determined by the National Board of Directors or the National Executive Committee.

- A. Members in good standing, bona fide assistants and students of members in good standing shall be permitted to attend and receive membership rates.
- B. As determined by the National Executive Committee, non-members and their students shall be permitted to attend. The Registration Fee for non-members and their students shall be higher than the fees for members and their students.

Section 2 - Teachers Training School

DMA shall sponsor and operate a minimum of one training school for teachers and their assistants.

- A. Members in good standing, bona fide assistants and students of members in good standing shall be permitted to attend and receive membership rates.
- B. As determined by the National Executive Committee, non-members and their students shall be permitted to attend. The Registration Fee for non-members and their students shall be higher than the fees for members and their students.
- C. The format of the program shall be set in a graded system with all participants entering at Grade Level One.
- D. The National Advisory Committee shall:
 - 1. plan and oversee the National TTS programs;
 - 2. select sites, facilities, and dates;
 - 3. select and contract all faculty members;
 - 4. approve all educational materials;
 - 5. formulate and implement plans for the betterment and growth of the program(s);
 - 6. oversee the planning and class scheduling of the programs;
 - 7. establish all fees.

ARTICLE XVIII – NATIONAL COMMITTEES/COUNCILS

The National President shall annually appoint, with the approval of the National Advisory Committee, such National Standing, Special and Convention Committees as may be required by the National Bylaws and/or Standing Rules as he may find necessary.

Section 1 - National Past Presidents' Council - Designated Chairman

The Council shall include all National Past Presidents of DMA with the Immediate National Past-President As its Chairman.

- A. The Council shall:
 - 1. be available to collaborate with all committees upon the request of the committee Chairman or the National President;
 - 2. select the National DMA "Member of the Year" to honor a member for previous and present efforts on behalf of DMA ;
 - 3. form a Sub-Committee from its membership, who will serve as the National Ethics Committee. When requested, this committee shall investigate complaints, grievances and disputes between members and or Chapters. They shall recommend to the National President and National Executive Secretary the action they deem appropriate. The National Executive Secretary shall report the recommendations to the National Executive Committee for its approval. All grievances must be in writing and include a provable reason for disciplinary action. Grievances may include but not be limited to violations of the DMA National or Affiliated Chapter Bylaws, National or Affiliated Chapter Code of Ethics or National or Affiliated Chapter Competition Rules.
- B. The members of the National Past Presidents Council will perform such duties assigned by the National President, National Board of Directors or the National Executive Committee.

Section 2 - Reports

All Standing, Special or National Convention Committees shall submit an annual written report to the National Board of Directors and National Grand Body unless otherwise provided in the National Bylaws and Standing Rules.

Section 3 - Appointments

The National President shall appoint, with the approval of the National Advisory Committee, within thirty (30) days of taking office, all National Standing, Special and Convention Committee Chairmen unless otherwise provided in the National Bylaws and Standing Rules.

ARTICLE XIX - MAIL VOTE

Whenever, in the judgment of the Executive Board, any question arises which it believes should be put to a vote of the active membership and when it deems it not expedient to call a special meeting for such purposes, the National Executive Committee, unless otherwise required by the National Bylaws shall:

- A. submit the matter to the membership in writing by mail for vote and decision;
- B. take action only if fifty (50) percent of the active membership responds within sixty (60) days;
- C. when fifty (50) percent of the active membership responds, the question shall be determined by a two-thirds (2/3) vote;
- D. in each instance, any and all action taken in pursuance of the two-thirds (2/3) mail vote shall be binding upon the organization in the same manner as would be action taken at a duly called meeting.

ARTICLE XX - PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order Newly Revised shall be the parliamentary authority for this organization in all cases in which it is not inconsistent with these National Bylaws and Standing Rules.

ARTICLE XXI – DISSOLUTION

DMA shall use its funds only to accomplish the objectives and purposes specified in the National Bylaws, and no part of said funds shall inure or be distributed to the members of the association. Upon dissolution of the Association, any funds remaining shall be distributed to one or more non-profit organizations to be selected by the National Executive Committee, who will be guided by the rules of 501 (c) (3) of the Internal Revenue Service code and any of its amendments.

ARTICLE XXII – AMENDMENTS

Section 1 – Bylaw Amendments

These National Bylaws may be amended at the annual meeting of the National Grand Body by a two-thirds (2/3) vote of the members present and voting, provided that the proposed amendments have been:

- A. submitted with rationale to the National Bylaws Committee Chairman and signed by not less than five (5) members in good standing;
- B. received by the National Bylaws Committee Chairman by November 15;
- C. published with rationale and signors names and Affiliated Chapter in a communication mailed to all members at least 60 days prior to the date of the annual convention.
- D. submitted in writing to and approved by a two-thirds (2/3) vote of the National Board of Directors before presentation to the National Grand Body.

Section 2 – National Bylaws Committee

The National Bylaws Committee shall arrange the proposed amendments to the National Bylaws and Standing Rules in proper form giving rationale and names of submitters and send to the DMA National Office by February 1.

Section 3 – National Standing Rules Amendments

National Standing Rules may be amended by a majority vote at the annual meeting of the National Board of Directors with previous notice or by a two-thirds (2/3) vote without previous notice. Previous notice shall be given in the same manner as the National Bylaws.

ARTICLE XXIII – INDEMNIFICATION

The Dance Masters of America, Inc. shall indemnify, save and hold harmless its agents, officers, directors, employees and assigns from and against any and all claims, actions, suits, demands, losses, damages, judgments, settlements, costs and expenses.

DANCE MASTERS OF AMERICA, INC.

NATIONAL STANDING RULES

AFFILIATION

1. A. There shall be five (5) Area Vice-Presidents elected to the National Board of Directors. Their assignment of Chapters and other responsibilities shall be determined by the National Advisory Committee prior to the closing of the National Convention at which their election was held. The Chapter-at-Large will not be assigned to an area.

B. The Affiliated Chapters in numerical order and title are:

- Chapter-at-Large
- Chapter # 1 - Dance Masters of Southern California, Chapter #1
- Chapter # 2 - Chapter #2, Florida
- Chapter # 3 - South Texas Association of Dance Teachers, Inc.
- Chapter # 4 - Dance Masters of Michigan
- Chapter # 5 – Dance Masters of New England Chapter 5, Inc.
- Chapter # 6 - Louisiana Association of Dance Masters
- Chapter # 8 - Western New York Chapter # 8
- Chapter #10 - Dance Masters of Pennsylvania, Inc.
- Chapter #13 - Dance Masters of California, Inc.
- Chapter #15 - Carolina Dance Masters
- Chapter #16 – Ohio Dance Masters
- Chapter #17 - Mid-Atlantic Chapter #17
- Chapter #18 - Dance Teachers' Club of Connecticut, Inc.
- Chapter #21 - St. Louis Dance Teachers Association
- Chapter #25 - Pennsylvania Association of Dance Teachers
- Chapter #26 - New York City Chapter #26
- Chapter #27 - Oklahoma Chapter #27
- Chapter #28 - Heart of America Chapter #28
- Chapter #33 - Chapter #33 in AL-GA
- Chapter #34 –Dance Master of Mid-America Chapter #34
- Chapter #35 - Lone Star Chapter #35
- Chapter #36 - Arizona Chapter, #36
- Chapter #37 - Dixie Dance Masters
- Chapter #38 - Canadian Dance Masters of America, Chapter 38
- Chapter #39 - Pacific Northwest Chapter #39
- Chapter #40 - Blue Grass Chapter
- Chapter #41 - Mid-South Chapter #41
- Chapter #43 - Maple Leaf Chapter
- Chapter #44 - Southern Council of Dance Masters
- Chapter #45 - Dance Teachers Association of Virginia
- Chapter #46 – Great Lakes Regional Dance Masters, Inc
- Chapter #47 – Mid-West Dance Masters of America, Inc.

The National Executive Secretary and the National Second Vice-President, through the Delegates, will inform the Affiliated Chapters that the name as it appears in the DMA Standing Rules. Rule 1 B, must be the official name on its incorporation papers.

2. *Each Affiliated Chapter shall be privileged to charge an initiation fee according to its own rulings - the fee to be for the Chapter's own use.*
3. Newly formed Chapters will be allowed to retain up to three hundred dollars (\$300.00) from their National dues, collected from its membership for the first year of organization to assist them in becoming financially established. This ruling will apply only to the following:
 - A. New members to DMA (not to include members who are transferring from another chapter or reinstatements).
 - B. Chapter's share of the National dues shall apply to new members on the chapter roster during the first year designating the group as an affiliate of the National Organization.
 - C. The first year shall be interpreted to begin from the date the charter is issued.

4. Affiliated Chapter Delegate:

- A. Each Affiliated Chapter in good standing shall elect or appoint one (1) Delegate and one (1) Alternate to the National Board of Directors. Only Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. members in good standing are eligible to serve as a Delegate or Alternate.
- B. The name and contact information of both the Delegate and the Alternate must be submitted to the National Executive Secretary and the National Second Vice-President by the deadline date of March 1st.
- C. Any eligible member who is an elected or appointed Officer, Director or Committee Chairman of any other national dance teachers' organization, association or corporation doing business as an educational or competition venue or whose business practices can be construed as being in direct conflict with DMA, other than holding a position within an Affiliated Chapter of DMA, may act as an Affiliated Chapter Delegate upon approval of the National Executive Committee.
- D. Prior to the start of the National Affiliation Meeting, if the Delegate cannot serve, the Alternate shall fill the vacancy with notice given to the National Executive Secretary and the National Second Vice-President.
- E. An Alternate may replace a Delegate up until the time of the start of the Affiliation Meeting at the National Convention. The Alternate shall then become the official Delegate and will assume all duties, responsibilities and privileges of said office. If an Alternate is seated after the start of the Affiliation Meeting they shall be seated on the National Board of Directors with voice and no vote.
- F. If both the Delegate and the Alternate originally submitted by the Affiliated Chapter cannot serve, a letter of authorization written by the Affiliated Chapter's President and/or Secretary naming the Chapter's new representative will be required. This letter is to be presented to the National Executive Secretary and approved by the National Executive Committee before the Delegate is granted permission to be seated on the National Board of Directors.
- G. Any replacement Delegate seated after the National Affiliation Meeting will be granted voice and no vote.
- H. The duties of the Affiliated Chapter Delegate shall include but not be limited to:
 1. be knowledgeable about the workings and opinions of their Affiliated Chapter;
 2. submit the required annual report as described in Article VIII, Section 2, F;
 3. attend all National Board of Directors meetings from Roll Call to Adjournment;
 4. attend all National Grand Body meetings from Roll Call to Adjournment;
 5. serve as liaison between the National Board of Directors and the Affiliated Chapter Members in attendance at the National Convention;
 6. serve as liaison between the National Board of Directors and the Affiliated Chapter they represent throughout their term;
 7. provide the Affiliated Chapter and the National Second Vice-President with a written report of all National Board of Directors and National Grand Body Meetings;
 8. maintain the Chapter Handbook provided by the National Office;
 9. update the information in the Chapter Handbook when sent by the National Executive Secretary;
 10. perform such duties assigned by the National President, National Board of Directors or the National Executive Committee.
11. Upon arrival at the National Convention the Delegate shall submit the following to the National Executive Secretary:
 - a. A detailed and accurate "Annual Chapter Report"
The "Annual Chapter Reports" shall be supplied by the National Office in your Delegate's Packet.
 1. The report shall be typewritten.
 2. One (1) copy of the "Annual Chapter Report" which shall include the number of members in each category.
 - b. A detailed, accurate and separate Affiliated Chapter Activities Report for each event the Chapter will be sponsoring throughout the fiscal year.
 1. The Affiliated Chapter Activities Report shall be supplied by the National Office in the Delegate's Packet which may be duplicated if needed.
 2. The report shall be typewritten
 3. The report shall include name of the activity, the date, time, place, and contact person with contact information (Telephone – Fax – Email)
 - c. A detailed and accurate Affiliated Chapter List of Officers. A revised list of officers shall be emailed to the National Office immediately after any changes have been made.

- d. A detailed and accurate Memorial Service Report of all those who passed on during the fiscal year and are to be remembered at the Memorial Service.
- 12. On or before but not later than December 1st:
A newly revised copy of the Chapter's Bylaws and Rules must be submitted to the National Executive Secretary. This revised edition must include all changes and amendments passed at the National Convention.

APPLICATIONS/APPLICANTS/EXAMINATIONS/CERTIFIED EXAMINERS

- 5. Applications
 - A. Only official DMA Membership Applications shall be submitted to the National Executive Secretary.
 - B. All applications must be completed with all accurate information and required signatures
 - C. All applications must be submitted with full payment of National dues, drawn on a U.S. bank in U.S. funds, to the National Executive Secretary.
- 6. Examinations
 - A. Examinations may be given at any DMA sponsored function.
 - B. Examinations given at any national event shall only be given according to the requirements and procedures of the designated Affiliated Chapter with an Affiliated Chapter Examiner as a member of the National Examination Committee or with the Affiliated Chapter Delegate observing the examination.
- 7. Nationally Certified Examiners
 - A. are members who have successfully passed the DMA examination(s) which they wish to administer;
 - B. are members of the Affiliated Chapter's Examination Committee who have attended and actively participated in the latest National Examiners Forum;
 - C. have been certified by the National Examiners Forum Committee as a National Certified Examiner;
 - D. have been recertified in a subject where the DMA Examinations have been changed;
 - E. have received a National Examiner certificate indicating the date and subject or examinations they are certified by DMA to administer.
 - F. DMA National Certified Examiners may administer DMA Examinations at any DMA or Affiliated Chapter Function.
 - G. DMA Nationally Certified Examiners may certify other members within their Chapters as Chapter Examiners, who may **only** administer DMA Examinations within their Chapter.

AWARDS

- 8. To commemorate twenty-five (25) years of Certified Active, Certified Active C.E., Honorary Certified Active or Honorary Certified Active C.E., Degreed or Professional status as a member, a DMA 25 Year Pin shall be awarded at the National Convention within the fiscal year of their 25th Anniversary.
- 9. To Commemorate fifty years (50) of Certified Active, Certified Active C.E., Honorary Certified Active, Honorary Active C.E., Degreed or Professional status as a member a DMA 50 Year Pin and plaque shall be awarded at the National Convention within the fiscal year of the 50th Anniversary.
- 10. The DMA Annual Award shall be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a person whose contributions to the world of Dance have been acknowledged through dedication and achievements, the caliber of such to be comparable to past honorees tribute is not limited to one person annually.
- 11. The DMA President's Award may be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a dance educator whose contributions to the teaching of dance have been acknowledged through dedication and achievements, the caliber of such to be comparable to past honorees. This tribute is not limited to one person annually.
- 12. The selection of a member to be honored as the Member of the Year may be given whenever the occasion arises, beginning in the year 1980. The National Past President's Council shall make the selection. Those members who have distinguished themselves through outstanding service to the organization shall be considered.
- 13. The DMA Life Time Achievement Award may be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a person who has dedicated his lifetime to his chosen dance profession. The recipient may be an educator, performer, choreographer or patron of the art of dance.

BYLAWS

14. A typed copy of all proposed amendments to the National Bylaws and Standing Rules shall be given to members of the National Board of Directors prior to the National Bylaws Committee report.

CHECKS/DISHONORED CHECKS

15. All checks must be made payable to the Dance Masters of America, Inc., in United States of America funds, drawn on a United States of America bank. No two-party personal checks shall be accepted.
16. Checks made payable to DMA that are returned for any reason must be honored with full payment within thirty (30) days from notice by DMA of return.
Failure to comply with full payment by the deadline shall result in:
 - A. The check shall be given to a recognized collection agency for action.
 - B. There will be a minimum of a thirty dollar (\$30.00) fee charged to members who write a bad check. If the National Treasurer receives two bad checks from the same member, for any reason, the member will then be put on a cash or money order basis and their personal or studio check will no longer be accepted. If a member misses a deadline because of the non-acceptance of their check and that check having to be returned, they will be considered as not having met the deadlines.

COMMITTEES AND/OR COMMITTEES AND/OR CHAIRMEN

17. DMA shall provide the following committees:
 - A. Permanent Committees:
 1. The Past Presidents Council
 - B. Standing Committees:
 1. Affiliation
 2. Bylaws
 3. Education – Strategy
 4. Acrobatics/Gymnastics
 5. Education – Ballet
 6. Education – Jazz
 7. Education – Modern
 8. Education – Pre-School
 9. Education – Student Honors Intensive Programs
 10. Education – Tap
 11. Education – Teachers Training School
 12. Elections
 13. Examination
 14. Faculty Search Committee
 15. Finance
 16. Friendship/Condolence
 17. Historian
 18. Long Range Planning
 19. Membership
 20. Public Relations
 - C. National Competition Committees:
 1. Open Scholarship Auditions
 2. Performing Arts
 3. Rules
 4. Solo Title
 - D. National Convention Committee
 - E. Educational Events Committees:
 1. Intensive Program(s)
 2. National Convention Teachers Workshop
 3. National Convention Advanced Professional Workshop
 4. National Convention Senior Students Workshop
 5. National Convention Junior Students Workshop
 6. National Convention Young Dancers Workshop
 7. National Convention Mini Dancers Workshop
 8. Student Honors Intensive Program (SHIP) East
 9. Teachers Training School (TTS) East
18. The members of the National Finance Committee shall meet in conjunction with the National Convention in order to prepare the DMA National Budget for the following year. The budget shall show the recommended

allowable expenditures. Each National Finance Committee member shall be given a stipend which shall be determined by the National Advisory Committee.

19. The National Affiliation Committee shall be a Standing Committee composed of the Delegate and Alternate (if in attendance) from each Affiliated Chapter.
 - A. The Second Vice-President shall serve as the Chairman of the Affiliation Committee.
 - B. The Affiliation Committee meeting shall be held preceding the opening of the National Convention.
20. The Friendship Committee shall be governed by the following:
 - A. The National Friendship Fund shall be maintained in a savings account bearing the name Friendship Fund. The National Treasurer shall forward to the National Advisory Committee and the National Finance Committee Chairman a monthly report of activities in this account and a comprehensive annual financial report.
 - B. All appeals for assistance shall be directed to the National President.
 - C. All appeals for assistance shall have the approval of the National Advisory Committee.
 - D. The National Friendship Committee Chairman shall submit a report to the National Grand Body annually; without ever divulging the names of the recipients.
21. The National Ethics Committee
Within thirty (30) days from the start of the fiscal year (September 1), the Chairman of the Past Presidents Council shall appoint, from members of the Past President Council, the Chairman and members who will serve on the National Ethics Committee.
 - A. When requested, this committee shall investigate complaints, grievances and disputes between members and or Chapters.
 - B. They shall recommend to the National President and National Executive Secretary the action they deem appropriate.
 - C. The National Executive Secretary shall report the recommendations to the National Executive Committee for its approval.
 - D. All grievances must be in writing and include a provable reason for disciplinary action.
 - E. Grievances may include but not be limited to violations of the DMA National or Affiliated Chapter Bylaws, National or Affiliated Chapter Code of Ethics or National or Affiliated Chapter Competition Rules.
 - F. The Ethics Committee may conduct its business, whenever possible, by telephone, teleconference, mail, fax and e-mail.
 - G. All documents relative to ethics complaints shall be sealed and held at the National Headquarters in strict confidence. All documents shall be retained in the office indefinitely so as to retain a constant record of all proceedings.
 1. Appropriate officers may be given such information regarding a disciplinary proceeding as is necessary and proper for the effective execution of any penalty imposed.
 2. The Executive Committee may be given such information as is required for a hearing or an appeal.

COMPENSATION

22. The National Convention Chairman shall be compensated as follows:
 - A. travel expenses authorized by the budget;
 - B. a complimentary, single hotel room - minimum rate, for the convention week, length of stay to be determined by the National President with the approval of the National Advisory Committee;
 - C. Convention expenses incurred, these expenses to be supported by vouchers;
 - D. monetary compensation shall be determined by the National Board of Directors.
23. The Assistant Convention Chairman of the National Convention - monetary compensation shall be determined by the National Board of Directors.
24. Each Director of the National Solo Title Scholarship Competitions - monetary compensation shall be determined by the National Board of Directors.
25. The Director(s) of the National Performing Arts Competition - monetary compensation shall be determined by the National Board of Directors.
26. National Area Vice-Presidents shall receive monetary compensation, determined by the National Board of Directors to help defray receipted travel expenses to visit their assigned Affiliated Chapters.
27. The National Finance Committee Chairman shall receive monetary compensation, determined by the National Board of Directors to help defray receipted expenses incurred to execute his/her duties.

28. If requested to attend a National Advisory Committee meeting, the National Finance Committee Chairman shall receive minimum rate single accommodations, travel at IRS mileage rates for automobile or economy class airfare, round trip, and food not to exceed fifty dollars (\$50.00) per day.
29. The National President, National Executive Secretary and the National Treasurer shall be provided with a bond and surety for the performance of duties as required by the Board of Directors, the premium to be paid by the organization.
30. The National President shall receive an annual expense allowance, the amount to be included in the annual budget as approved by the National Board of Directors.
31. National Advisory Committee Allowances
 - A. All authorized expenses of the Advisory Committee, as approved in the budgets, shall be listed separately and received as follows:
 1. lodging - minimum rate single accommodations;
 2. travel - at IRS mileage rates for automobile or economy class airfare, round trip;
 3. food - fifty dollars (\$50.00) per diem;
 4. other items as authorized and supported by vouchers.
 - B. Compensation for ex-officio members of the Advisory Committee shall be limited to room, travel and food for attending Advisory meetings only, not the National Convention.
32. The National Executive Secretary shall receive a salary. Said salary shall be determined by the National Board of Directors. He/she shall also receive remuneration for the maintenance of the National DMA office, i.e. rent, utilities and storage facility - excluding telephone. The precise office and storage rental to be determined by:
 - A. the economy of the locale in which the office is located;
 - B. the approval of the Advisory Committee
33. The National Executive Secretary shall be authorized to hire administrative assistants as needed. Salaries and/or compensations are to be determined by the National Board of Directors.
34. The National Executive Secretary shall be furnished with a petty cash account of twenty-five hundred (\$2,500.00) dollars. This amount to be replenished as needed by the National Treasurer upon presentation of statements and/or vouchers furnished by firms or individuals to whom the money has been paid. The statements and/or vouchers shall remain in the office of the National Treasurer for the purpose of the review.
35. The National Treasurer shall receive a salary. Said salary shall be determined by the National Board of Directors. He/she shall also receive remuneration for the maintenance of the DMA National Treasurer's Office and storage facility. The precise office and storage rental to be determined by:
 - A. the economy of the local in which the office is located;
 - B. the approval of the Advisory Committee.
36. The DMA Teachers Training School Administrators shall receive monetary compensation, determined by the National Board of Directors, in addition they shall receive room, board and travel expenses to and from TTS.
37. The DMA Student Honors Intensive Program Administrators shall receive monetary compensation, determined by the National Board of Directors, in addition they shall receive room, board and travel expenses to and from S.H.I.P.
38. All DMA Competition Adjudicators shall receive twenty-five (\$25.00) dollars per hour for services rendered, not to exceed two hundred fifty (\$250.00) dollars each day.
39. All National Solo Title Scholarship Competition Choreographers shall receive monetary compensation as determined by the National Board of Directors.

COMPETITIONS

40. All Competitions shall have the National Advisory Committee acting as a consulting committee with the Director of each event. The National President, with the approval of the National Advisory Committee, shall appoint the National Director of each competition annually.
41. National Solo Title winners shall receive fifty (50) percent of the scholarship monetary award the year selected. The remaining fifty (50) percent will be given upon completion of their active participation at the next annual convention and National Solo Title Competition.
The reigning Miss and Mr. Dance title holder shall receive economy air transportation and one hundred

percent (100%) of a single room accommodation for the entire National Convention. All other retiring Solo Title holders shall receive economy air transportation and fifty (50%) of a single room accommodation for the entire Convention.

- A. In the event that any National Solo Title Winner cannot return to the next annual convention, the benefits (remainder of money and hotel/transportation amenity) shall be awarded to the first runner-up of the previous year. If the first runner-up is not available, the remaining percentages shall be returned to the Scholarship Fund.
- B. Consideration will be given to these young people during scheduling for their inclusion in all events.

42. All monetary awards shall be paid by DMA check to the DMA Member Teacher of Record.

CONVENTION

43. Attire in the classroom should conform to the DMA dress code.

44. The National Convention Brochure shall be mailed no later than April 1st of the current year.

DELEGATES AND ALTERNATES

45. The National Office will send all mailings regarding the National Convention to both the Chapter Delegate and Alternate.

DUES/FEES

46. All checks, money orders or cash payments made payable to the Dance Masters of America, Inc. must be made in United States currency, drawn on a United States Bank. This shall include but not limited to: Affiliation Fees, Dues, Educational Material orders, Convention Registration, Competition Fees, Scholarship Audition Fees, BMI - ASCAP - SESAC and handling fees.

47. Annual National membership dues for members of Affiliated Chapters shall be seventy-five dollars (\$75.00). The National Friendship Fund and National Scholarship Fund shall each receive one (\$1.00) dollar of the membership dues from each member of Affiliated Chapters.

48. An affiliation fee of fifty (\$50.00) dollars for one hundred (100) or less members plus one dollar (\$1.00) for each member over one hundred (100) shall be charged for each new affiliated chapter.

49. A five dollar (\$5.00) handling fee shall be included with all ASCAP, BMI and SESAC payments.

50. Life members, who want to receive mailings, shall pay a \$20.00 annual mailing fee to cover the cost of printing and mailing materials. The fee shall be paid by the Life member directly to their Affiliated Chapter who will report and send the payment to the DMA National Treasurer.

DUTIES OF OFFICERS

51. The National Officers shall perform the duties pertinent to their office and those described in the Bylaws, Standing Rules and the adopted parliamentary authority. All elected or appointed National Officers of the DMA shall serve on the National Board of Directors in the capacity of their specific office. They shall not represent the interest of any single chapter.

A. The National President shall:

- 1. be the Chief Executive Officer and official representative of DMA ;
- 2. be an ex-officio member of all committees except the Nominating Committee;
- 3. preside at all meetings of the National Grand Body, National Board of Directors, National Executive Committee and National Advisory Committee;
- 4. fill vacancies in office (Article X, Section 4);
- 5. appoint within thirty (30) days all National Standing and Convention Committee Chairmen, Directors, Administrators and Liaisons with the exception of Nominating Committee and Past Presidents Council;
- 6. forward the names of all chairmen to the National Executive Secretary to be published in the DMA National magazine or bulletin;
- 7. co-sign with the National Executive Secretary or National Treasurer or National First Vice-President all written contracts and agreements. The National President, National Executive Secretary and National Treasurer shall keep copies of all contracts and agreements;
- 8. co-sign with the National Treasurer or National Executive Secretary all checks.

B. The National First Vice-President shall:

- 1. assume the office of National President in the event of a vacancy;
- 2. preside at any meeting of DMA in the event the National President is not able to preside;
- 3. serve as coordinator of the National Area Vice-Presidents;
- 4. gather all Affiliated Chapter Competition Reports and forward them to the National Treasurer;

5. serve as chairman of the National Adjudication Committee;
 6. perform such duties assigned by the National President, National Board of Directors, National Executive Committee or the DMA Standing Rules;
 7. at the direction of the National President give instructions to the National Area Vice-Presidents on their duties and obligations to Affiliated Chapters;
 8. write and submit to the National Advisory Committee a report of chapter activities; the information shall be gathered from the National Area Vice-Presidents;
 9. write and submit to the National Advisory Committee a report of membership status; the information shall be gathered from the National Area Vice-Presidents;
 10. serve as Chairman of the National Faculty Search Committee.
- C. The National Second Vice-President shall:
1. assume the Office of National First Vice-President in the event of vacancy;
 2. preside at any meeting of DMA in the event the National First Vice-President and National President are not able to preside;
 3. instruct and advise all delegates in their duties as members of the National Board of Directors;
 4. serve as Chairman of the National Affiliation Meeting;
 5. perform such duties assigned by the National President, National Board of Directors or the National Executive Committee or DMA Standing Rules.
- D. National Executive Secretary shall:
1. Oversee the recording of the minutes of all meetings of the National Grand Body, National Board of Directors, National Executive Committee and National Advisory Committee;
 2. co-sign with the National President or National Treasurer or National First Vice-President all written contracts and agreements and send to the National President and National Treasurer copies of all contracts and agreements as soon as such obligations are assumed;
 3. in an emergency, co-sign National DMA checks with either the National President or the National Treasurer;
 4. conduct such correspondence of DMA as the National President, Board of Directors or Executive Committee shall direct;
 5. oversee the business of the DMA National Office under the supervision of the National Advisory Committee;
 6. receive a salary as provided in the National Standing Rules;
 7. maintain the permanent files of DMA;
 8. perform such duties assigned by the National President, National Board of Directors, National Executive Committee or the DMA Standing Rules;
 9. publish and send to all members a minimum of three (3) mailings containing appropriate information concerning the membership and events sponsored by DMA;
 10. keep an accurate itemized account of petty cash receipts and disbursements and render same, accompanied by signed vouchers, to the National President and National Treasurer;
 11. send the minutes of the National Board of Directors meetings and National Grand Body meetings to all Chapter Presidents and/or Chapter Secretaries and to the DMA National Past Presidents within sixty (60) days of the conclusion of the National Convention;
 12. send the minutes of the National Advisory Committee meetings to the National Executive Committee within thirty (30) days:
 - a. Minutes may be sent by mail or electronic means.
 - b. If an official vote must be taken, the ballot shall be returned within fifteen (15) days from receipt with the members' approval or disapproval and any comments.
 - c. The ballot and comments returned are to be retained as part of the permanent records.
 - d. A favorable majority shall constitute approval of any recommendation.
 - e. A report of the vote taken and all comments shall be sent to the Executive Committee and all Chapter Delegates.
 13. maintain the DMA Charter, Articles of Incorporation and Corporate Seal;
 14. maintain a National Roster of all members;
 15. Keep on file a set of all educational materials, to include TTS Examinations, DMA Examinations, DMA Manuals, DMA Committee Guidelines, and DMA Rules for all Competitions and Auditions.
- E. The National Treasurer shall:
1. be the custodian of all funds and investments of DMA;
 2. collect all dues, fees and assessments and pay all bills authorized by vouchers;

3. co-sign with the National President or National Executive Secretary National DMA checks;
4. co-sign with the National President or National Executive Secretary or National First Vice-President all written contracts and agreements;
5. prepare a comprehensive annual financial statement, which shall be reviewed by a Certified Public Accountant. Copies of the reviewed financial statements shall be sent, immediately following the filing of the DMA Income Tax Return, to the National Advisory Committee and the National Finance Committee of the year of the statement;
6. receive a salary as provided in the National Standing Rules;
7. perform such duties assigned by the National President, National Board of Directors, National Executive Committee or the DMA Standing Rules;
8. send a financial report to all members of the National Advisory Committee and the National Finance Committee as follows:
 - a. a monthly financial report of all activities;
 - b. an annual statement within ten (10) days after May 31st;
9. when funds deposited in the General Account exceed more than an amount necessary for normal operations of the General Account, the excess funds shall be placed in investments as directed and approved by the National Advisory Committee:
 - a. funds shall be deposited in a commercial insured banking institution;
 - b. a monthly report of each account shall be made to the National Advisory Committee and the National Finance Committee.

F. National Area Vice-Presidents:

1. act as a direct liaison between the National Organization and the Affiliated Chapters;
2. verify that all chapters in their areas have complied (before deadline date) with the National Competition Rules with regards to the verification in writing of all Solo Title Winners, Solo Title Runners-up and all Performing Arts entries that have qualified for the National Performing Arts Competition. This list must include the name of the member teacher;
1. write and submit to the National First Vice-President, at least fifteen (15) days prior to each of the scheduled National Advisory Committee Meetings, an activities report of the Chapters in their respective areas;
2. verify that all chapters in their areas have complied (before deadline date) with the National Competition Rules with regards to the verification in writing of all Solo Title Winners, Solo Title Runners-up and all Performing Arts entries that have qualified for the National Performing Arts Competition. This list must include the name of the member teacher;
5. perform such duties assigned by the National President, National Board of Directors, National Executive Committee or the DMA Standing Rules.

G. The National Directors shall:

1. be appointed by the National President, to one or more of the Standing Committees;
2. perform such duties assigned by the National President, National Board of Directors or the National Executive Committee or DMA Standing Rules.

ELECTIONS

52. Electioneering for candidates will not be tolerated within thirty (30) feet of the entrance to the voting booth.
53. The total number of votes cast and those voided shall be read in the Election Committee Report as well as the number of votes cast for each nominee. The President shall declare who is elected to each office. The tallies and all such material shall be surrendered to the DMA Executive Secretary at the time of the reading of the Election Report.
54. A list of members eligible to hold the office of National President, National First Vice-President, National Second Vice-President, National Executive Secretary or National Treasurer as well as all persons eligible to hold the offices of National Area Vice-President's shall be published, either in a magazine or bulletin, early in the year. To be nominated as a National Director, the candidate must have been a member in good standing for not less than three (3) years.

ETHICS COMMITTEE - GREIVENCES – CHARGES – ACTIONS – DEPOSITION

55. National:

The Dance Masters of America must have an Ethics Committee. This Ethics Committee shall consist of at least three (3) National Past Presidents. If there are not enough National Past Presidents to serve, then the current National President shall appoint members to serve, provided those members appointed are not currently serving on the National Board of Directors.

Charges and Notification:

- A. The National Advisory Committee in its diligent efforts to uphold the Bylaws, Code of Ethics and Competition Rules of the Dance Masters of America, Inc. may recommend to the National Executive Committee that it file a grievance against a member, group of members, an Affiliated Chapter, or group of Affiliated Chapters for violations of the National Bylaws, Code of Ethics and/or National Competition Rules.
- B. Should the National Executive Committee deem it necessary to file a grievance, the National Executive Secretary shall promptly send a written report of the alleged violation to its National Ethics Committee for investigation and a determination of the charges.
- C. A copy of the written report shall also be sent to the accused so that all parties are informed of the charges preferred and that the National Advisory Committee has taken the appropriate action.
- D. All reports of alleged violations involving sexual behavior or harassment by a member of a minor child (as defined by applicable laws) shall be immediately reported to appropriate law enforcement agencies. In addition the member involved shall be immediately suspended until the alleged violations are fully resolved and the appropriate Affiliated Chapter, Dance Masters of America, Inc. if applicable, and a Court of Law, if applicable, enter a final decision not subject to appeal. The aforesaid suspended member may not be present and/or participate in any meeting, convention, competition, program, or any activities where minor children are present.
- E. The Ethics Committee may conduct its business, whenever possible, by telephone, teleconference, mail, fax and e-mail.
- F. The National Ethics Committee, after its review is completed, shall send to the National Executive Secretary a synopsis of the grievance. The synopsis will include the details and evidence used to make its determination and its recommendation for the remedy. The National Executive Secretary will provide the synopsis to all members of the National Executive Committee and poll the members of the National Executive Committee for its approval or disapproval of the national Ethics Committee's determination and remedy.
 1. Appropriate officers may be given such information regarding a disciplinary proceeding as is necessary and proper for the effective execution of any penalty imposed;
 2. The Executive Committee may be given such information as is required for a hearing or an appeal.

Actions and Deposition

- G. After an investigation, if the National Ethics Committee determines the alleged violation does not constitute a violation of the Bylaws, Code of Ethics and/or Competition Rules, then the National Ethics Committee shall promptly notify, in writing, the National Executive Committee, the complainant and the accused of the dismissal of the alleged violation.
- H. After an investigation, if the National Ethics Committee determines the alleged violation does constitute a violation of the Bylaws, Code of Ethics and/or Competition Rules, then the National Ethics Committee shall promptly notify, in writing, the National Executive Committee, the complainant and the accused of the charges preferred against the member. The charges preferred shall set forth the Bylaws, Code of Ethics and/or Competition Rules violated by the member.
- I. Notification of the charges shall be presumed to have been received by the complainant and the accused three (3) days after being mailed by both U.S. Postal Service certified mail, return receipt requested and by regular mail with proof of service ("presumed member receipt date"). This notification shall include a time and date on which the National Ethics Committee shall hear the charges, testimony and review of documentation brought by the complainant and defense of the charges, testimony and review of documentation brought by the accused. The date to hear such charges shall not be less than two (2) weeks from the presumed member receipt date. However, an extension of the date to hear such charges shall be within the sole discretion of the National Ethics Committee and not to exceed an additional two (2) weeks.
- J. The penalty imposed on the member shall be determined by the National Ethics Committee and approved by the National Executive Committee. The punishment may include but is not limited to sanctions, fines, suspension from events or activities, suspension of membership, termination of membership or any combination thereof.
- K. The National Ethics Committee shall send a written decision to the National Executive Committee the complainant and accused within two (2) weeks after the conclusion of the accused defense. The written decision shall set forth all the evidence the National Ethics Committee relies upon to render its decision. The written decision of the National Ethics Committee shall be presumed to have been received by the member on the presumed member receipt date, if the decision was mailed in accordance with the requirements set forth in SR 54J

Appeals

- L. Within two (2) weeks from the presumed member receipt date, the complainant and/or the accused may appeal the decision of the National Ethics Committee to the National Executive Committee with a copy sent to the National Ethics Committee. The appeal shall be in writing and set forth any evidence which refutes the decision of the National Ethics Committee. The appeal and copy thereof must be mailed in accordance with the mailing requirements set forth in SR 54J.
- M. Within three (3) weeks after the National Executive Committee receives the member's written appeal, it shall either uphold or reverse the decision of the National Ethics Committee.
 - 1. The decision of the National Executive Committee shall be final with no further right of appeal.
 - 2. The National Executive Committee's final decision shall be in writing and set forth the reasons why the decision was upheld or reversed.
 - 3. The final decision shall be mailed in accordance with the requirements set forth in SR 54J.

Alleged Violations by Members of the Affiliated Chapter's Board of Director or Ethics Committee

- N. If any member of the National Executive Committee or National Ethics Committee is alleged to have violated any Bylaws, then the remaining members of either the National Executive Committee or the National Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members. Except for the presentation of a defense, the member of the National Executive Committee or National Ethics Committee who is alleged to have violated the Bylaws, then the remaining members of either the National Executive Committee or the National Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members.
- O. If the alleged violation is dismissed or after a final decision is rendered, including any applicable appeal decisions of the National Executive Committee, the initial report of the National Executive Committee and the decision of the National Ethics Committee and, if applicable, the appeal decision of the National Executive Committee shall be forwarded to the National Board of Directors for review. The purpose of the final review by the National Board of Directors Chairman is to prevent an inference of any undo influence on the final decision on the part of the National Executive Committee's remaining members and the National Ethics Committee.
 - 1. The report and decision must be sent to the National Executive Secretary within one (1) week of the final decision or a dismissal of the violation.
 - 2. The National Board of Directors may uphold or reverse the final decision of the National Ethics Committee. The National Ethics Committee's decision shall be in writing and sent to all parties in accordance with the mailing procedures set forth in SR 54J.
 - 3. The final decision of the National Ethics Committee shall set forth the evidence relied upon to render its decision. The National Ethics Committee's decision shall be final

56. Chapter:

Each Affiliated Chapter must have an Ethics Committee. This Ethics Committee shall consist of at least three (3) past chapter presidents. If there are not enough Past Presidents to serve, then the current President of the Affiliated Chapter shall appoint members of the chapter to serve, provided those members appointed are not currently serving on the Board of Directors.

Charges and Notification:

- A. Violations of the National or Chapter Bylaws and/or Competition Rules shall be reported in writing to the Board of Directors of the appropriate Affiliated Chapter.
- B. If any member is reported to have violated any of the Bylaws and/or Competition Rules, by any other member, the Affiliated Chapter's Board of Directors promptly shall send a written report of the alleged violation to its Ethics Committee for investigation and a determination of the charges.
- C. A copy of the written report shall also be sent to the complainant and the accused so that all parties are informed of the charges preferred and that the affiliated Chapter's Board of Directors has taken the appropriate action.
- D. All reports of alleged violations involving sexual behavior or harassment by a member of a minor child (as defined by applicable laws) shall be immediately reported to appropriate law enforcement agencies. In addition the member involved shall be immediately suspended until the alleged violations are fully resolved and the appropriate Affiliated Chapter, Dance Masters of America, Inc. if applicable, and a Court of Law, if applicable, render a final decision not subject to appeal. The aforesaid suspended member may not be present and/or participate in any meeting, convention, competition, program, or any activities where minor children are present.

Actions and Deposition

- E. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does not constitute a violation of the Bylaws and/or Competition Rules, then the Ethics Committee shall promptly notify, in writing, the Affiliated Chapter's Board of Directors, the complainant and the accused of the dismissal of the alleged violation.
- F. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does constitute a violation of the Bylaws and/or Competition Rules, then the Ethics Committee shall promptly notify, in writing, the Affiliated Chapter's Board of Directors, the complainant and the accused of the charges preferred against the member. The charges preferred shall set forth the Bylaws and/or Competition Rules violated by the member.
- G. Notification of the charges shall be presumed to have been received by the complainant and the accused three (3) days after being mailed by both U.S. Postal Service certified mail, return receipt requested and by regular mail with proof of service ("presumed member receipt date"). This notification shall include a time and date on which the Affiliated Chapter's Ethics Committee shall hear the charges, testimony and review of documentation brought by the complainant and defense of the charges, testimony and review of documentation brought by the accused. The date to hear such charges shall not be less than two (2) weeks from the presumed member receipt date. However, an extension of the date to hear such charges shall be within the sole discretion of the Affiliated Chapter's Ethics Committee and not to exceed an additional two (2) weeks.
- H. The penalty imposed on the member shall be determined by the Affiliated Chapter's Ethics Committee and approved by the Chapter's Board of Directors. The punishment made include by not limited to sanctions, fines, suspension from events or activities, suspension of membership, termination of membership or any combination thereof.
- I. The Affiliated Chapter's Ethics Committee shall send a written decision to the Affiliated Chapter's Board of Directors the complainant and accused within two weeks after the conclusion of the accused defense. The written decision shall set forth all the evidence the Affiliated Chapter's Ethics Committee relies upon to render its decision. The written decision of the Affiliated Chapter's Ethics Committee shall be presumed to have been received by the member on the presumed member receipt date, if the decision was mailed in accordance with the requirements set forth in SR 55H

Appeals

- J. Within two (2) weeks from the presumed member receipt date, the complainant and/or the accused may appeal the decision of the Affiliated Chapter's Ethics Committee to the Affiliated Chapter's Board of Directors with a copy sent to the Affiliated Chapter's Ethics Committee. The appeal shall be in writing and set forth any evidence which refutes the decision of the Affiliated Chapter's Ethics Committee. The appeal and copy thereof must be mailed in accordance with the mailing requirements set forth in SR 55H.
- K. Within three (3) weeks after the Affiliated Chapter's Board of Directors receives the member's written appeal, it shall either uphold or reverse the decision of the Affiliated Chapter's Ethics Committee.
- L. The decision of the Affiliated Chapter's Board of Directors shall be final with no further right of appeal.
- M. The Affiliated Chapter's Board of Directors' final decision shall be in writing and set forth the reasons why the decision was upheld or reversed.
- N. The final decision shall be mailed in accordance with the requirements set forth in Article III, Section 2, B 3.

Alleged Violations by Members of the Affiliated Chapter's Board of Director or Ethics Committee

- O. If any member of the Board of Directors or the Ethics Committee of an Affiliated Chapter is alleged to have violated any Bylaws and/or Competition Rules, then the remaining members of either the Board of Directors or the Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members. Except for the presentation of a defense, the member of the Board of Directors or Ethics Committee who is alleged to have violated the Bylaws and/or Competition Rules shall not be present at any meeting wherein the Board or Committee is carrying forth its obligation to resolve the violations.
- P. If the alleged violation is dismissed or after a final decision is rendered, including any applicable appeal decisions of the Affiliated Chapter's Board of Directors, the initial report of the Board of Directors and the decision of the Ethics Committee and, if applicable, the appeal decision of the Board of Directors shall be forwarded to the National Ethics Committee Chairman for review. The purpose of the final review by the National Ethics Chairman is to prevent an inference of any undo influence on the final decision on the part of the Affiliated Chapter's remaining members of the Board of Directors and the Ethics Committee.

1. The report and decision must be sent to the National Executive Secretary by the Affiliated Chapter's Board of Directors within one (1) week of the final decision or a dismissal of the violation.
2. The National Ethics Committee may uphold or reverse the final decision of decision of the Affiliated Chapter. The National Ethics Committee's decision shall be in writing and sent to all parties in accordance with the mailing procedures set forth in SR 55H.
3. The final decision of the National Ethics Committee shall set forth the evidence relied upon to render its decision. The National Ethics Committee's decision shall be final

MEMBERSHIP APPLICATIONS

57. Membership applications shall be processed in the following manner:
 - A. If the Affiliated Chapter receives an inquiry for information or membership, the Affiliated Chapter shall:
 1. send to the inquirer the information and/or Membership Application immediately;
 2. send to the DMA National Office the name, address and other information of the inquirer.
 - B. If the National Office receives an inquiry for information or membership, the National Executive Secretary shall:
 1. send to the inquirer the information and/or Membership Application, along with the name of the contact person in the Affiliated Chapter or Affiliated Chapters closest to them;
 2. send to the Affiliated Chapter Secretary the name and address of the inquirer.
 - C. The Affiliated Chapter must approve and process all Membership Applications, Transfers, Life Memberships and Reinstatements of Membership.
 - D. After the applicant has completed all Affiliated Chapter and National membership requirements, the Affiliated Chapter Secretary shall send to the National Executive Secretary, the completed Membership Application, a Chapter check to cover the applicant's National dues payment and submission of one (1) of the following:
 1. for Certified Active Membership - each examination the applicant passed; or a transcript of their passing grades from the DMA Teachers Training School; or a transcript of their passing grades from any DMA approved organization or institution.
 2. for Degreed Membership a copy of their earned Degree from one or more of the Affiliated Chapters approved institutions of higher education as published by DMA and shall not be subject to further examinations.
 3. for Professional Membership a copy of Affiliated Chapter approved documentation substantiating that the applicant has danced professionally for a period of not less than three (3) years.
 - E. One (1) of the three (3) permanent Membership Certificates shall be issued by the National Executive Secretary; the Certified Active Membership Certificate will display the subjects they have been certified by test to teach by DMA.

MEMBERSHIP TRANSFERS

58. Transfers of membership from one (1) Affiliated Chapter to another Affiliated Chapter may be granted to members with the following conditions:
 - A. The member is in good standing of both the DMA and the Affiliated Chapter and that all dues payments are current. This includes the payment of the current fiscal years' dues which are due on September 1st of each year.
 - B. The member may request a Transfer of Membership by submitting a letter or email directly to the National Office or by obtaining a "Transfer of Membership Form" from the National Website.
 - C. Upon receipt of transfer request, the National Executive Secretary will check the National Records to insure that membership is current and in good standing.
 - D. The National Office will then contact the receiving Chapter's Secretary for the Chapter's approval of the Transfer or the Chapter's requirements that must be met by the member before approval. The National Office will notify the Secretary of the departing Chapter of the pending transfer of membership.
 - E. Upon approval of the Transfer of Membership by the receiving Chapter, the National Office will advise the departing and receiving Chapter.
 - F. The National Office will update the National Records and notify the National Treasurer.

SCHOLARSHIPS

59. The following scholarships are offered to each Affiliated Chapter of Dance Masters of America by the National Organization. These Scholarship Forms must be attached to the Application to the corresponding DMA Event and received by the applicable deadline date or shall be deemed null and void and shall not be honored.
 - A. SOLO TITLE HOLDERS' SCHOLARSHIPS:

These Scholarships are offered by the National Organization to each qualified Affiliated Chapter. The scholarships are for tuition only with room, board and all other expenses the responsibility of the recipient.

Chapter Qualifications:

1. A Chapter chartered for two (2) years or less will have no minimum membership requirements.
2. Chapter chartered more than two (2) years must maintain twenty-five (25) dues paying members.

B. GENERAL TUITION SCHOLARSHIPS:

Awarded to any member or assistant of a member to the National Convention or Teachers Training School. These scholarships are for tuition only with room, board and all other expenses the responsibility of the recipient.

C. TEACHERS TRAINING SCHOOL SCHOLARSHIPS:

Awarded to any member for tuition only with room, board and all other expenses the responsibility of the recipient.

D. AFFILIATED CHAPTER DELEGATE SCHOLARSHIP:

This scholarship is to be used by the member of a Chapter who will be serving as the official Affiliated Chapter Delegate to the National Board of Directors during the National Convention. This member should be an officer (past or present) who knows the workings and feelings of the Affiliated Chapter. This scholarship is for tuition and a banquet ticket only, with room, board and all other expenses the responsibility of the recipient.

60. All members of the Dance Masters of America serving on the National Executive Committee shall be given a scholarship to the National Convention. This scholarship is for tuition and a banquet ticket only, with room, and all other expenses are the responsibility of the recipient.
61. All scholarship applications accompanied by Convention Registration Form must be received by the National Treasurer by the published deadline date.
62. All scholarship monies awarded by DMA to any DMA event shall be paid by check and charged to the account of the specific event. All persons receiving a check must present their Internal Revenue Tax I.D. or Social Security number.
63. The Affiliated Chapters must submit seventy-five (75%) percent of their National dues by December 15th of the current year in order to be eligible for any scholarship. The National Treasurer shall notify the Affiliated Chapters on November 15 of the current year as to the number of unpaid members and the percentage of the membership that is paid for the current year. *For SOLO TITLE HOLDERS SCHOLARSHIPS, dues must be paid for not less than twenty-five (25) members.
64. Members celebrating their twenty-fifth (25th) year in DMA shall be awarded a tuition free scholarship to the National Convention. This award will be given only to the member in the year in which he will be celebrating his twenty-fifth (25th) anniversary.
65. All new Members of DMA shall receive a seventy-five dollar (\$75.00) Scholarship for the National Convention. This Scholarship can only be used within the fiscal year of their joining DMA.
66. There may be three (3) scholarships for attendees at S.H.I.P.: the Beverly Fletcher, Pegge' Lee and Tom Ralabate Scholarships. The scholarships may be awarded to a dedicated attendee who may have successfully completed the following criteria:
 - Extremely good work ethic.
 - Understanding of ideas and methods taught at a physical, intellectual, and aesthetic level.
 - Workable application in technique and solutions to problems and projects.
 - A desire to see dance as part of their future.

The number of attendees at S.H.I.P. shall determine the number of scholarships awarded. These scholarships include tuition, room and board to S.H.I.P. for the following year.

67. Each year the Bachna Scholarship is awarded to a dedicated 4th year attendee of the Teachers Training School and banquet who has successfully completed the following criteria:
 - Has examined and successfully passed three (3) of the four (4) core subjects
 - Exemplifies hard work, tenacity and a strong focus
 - Has a love of teaching and shows it in their work
 - Have a thirst for knowledge and the understanding of dance
 - Is dependable and shows skills of a good teacher

- Shows strong, moral character
- Shows leadership, enthusiasm, and dedication to the TTS program
- Cares about others and is anxious to share their thoughts and ideas
- Knows and studies their dance material
- Is punctual and actively participates in all facets of the program
- Is a model that truly exemplifies the program to undergraduates

This scholarship includes tuition, room and board to TTS for the following year.

68. Dottie was a Past President of Dance Masters of Pennsylvania Chapter 10, and a Past National President. She served our organization in numerous capacities throughout the years. However, to all of us at TTS her greatest accomplishment was co-founding the DMA's Teacher Training School Program. The criteria for this prestigious award, includes the following:

- Has examined and successfully passed all Four (4) core subjects
- Exemplifies hard work, tenacity and a strong focus
- Has a love of teaching and shows it in their work
- Have a thirst for knowledge and the understanding of dance
- Is dependable and shows skills of a good teacher
- Shows strong, moral character
- Shows leadership, enthusiasm, and dedication to the TTS program
- Cares about others and is anxious to share their thoughts and ideas
- Knows and studies their dance material
- Is punctual and actively participates in all facets of the program
- Is a model that truly exemplifies the program to Undergraduates

This scholarship includes tuition, room and board to TTS for the following year.

69. All members who have served DMA as a National President are awarded a lifetime scholarship to all educational events. These scholarships include the National Convention, the Teachers Training School, and Intensive Programs. These scholarships are for tuition only.

70. All members who chair a major committee within DMA are awarded a scholarship to attend the educational venue at which they serve. These scholarships are for tuition only, with room, board and all other expenses the responsibility of the recipient. Eligibility for these scholarships shall be determined by the Executive Committee.

71. Competition Scholarships

Competition scholarships are given for advanced dance training and education. The checks will be made payable to the student's teacher of record for the student's continuing dance education. The scholarships awarded are as follows: (NOTE: "*" THE NUMBER OF AWARDS PRESENTED IS DETERMINED BY THE NUMBER OF PARTICIPANTS.)

SOLO TITLE COMPETITION SCHOLARSHIPS:

Miss Dance of America Scholarship Competition	Winner
Mr. Dance of America Scholarship Competition	Winner
*Miss Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Mr. Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Mr. Dance of America Scholarship Competition	5 Semi-Finalists
*Miss Dance of America Scholarship Competition	High Score Awards Interview, Ballet, Tap, Jazz & Acrobatics
*Mr. Dance of America Scholarship Competition	High Score Awards Interview, Ballet, Tap, Jazz & Acrobatics
Miss Dance of America Scholarship Competition	Gerald Cummings Memorial Scholarships most talented non-finalists
Mr. Dance of America Scholarship Competition	Gerald Cummings Memorial Scholarships most talented non-finalists
Miss Dance of America Scholarship Competition	Edith Royal Memorial Scholarships Highest Score in Ballet
Miss Dance of America Scholarship Competition	Jean Gordon Memorial Scholarship Highest Score Essay
Mr. Dance of America Scholarship Competition	Bill Como Memorial Scholarship Highest Score Essay
Mr. Dance of America Scholarship Competition	William Royal Memorial Scholarship

Miss Dance of America Scholarship Competition	Highest Score Acrobatics
Mr. Dance of America Scholarship Competition	Charles Hughes Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Tap
Mr. Dance of America Scholarship Competition	Phil Osterhouse Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Tap
Mr. Dance of America Scholarship Competition	Emily Sachs Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Lyrical
Mr. Dance of America Scholarship Competition	Gene Wright Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Lyrical
Mr. Dance of America Scholarship Competition	George Lon Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Jazz
Mr. Dance of America Scholarship Competition	George Lon Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Jazz
Mr. Dance of America Scholarship Competition	Sherry Gold Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Choreography
Mr. Dance of America Scholarship Competition	Sherry Gold Memorial Scholarship
Miss Dance of America Scholarship Competition	Highest Score Choreography
Mr. Dance of America Scholarship Competition	Past Presidents of Chapter 33 Award
Miss Dance of America Scholarship Competition	Highest Score Contemporary
Mr. Dance of America Scholarship Competition	Past Presidents of Chapter 33 Award
Miss Dance of America Scholarship Competition	Highest Score Contemporary
Teen Miss Dance of America Scholarship Competition	Winner
Teen Mr. Dance of America Scholarship Competition	Winner
*Teen Miss Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Teen Mr. Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Teen Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Teen Mr. Dance of America Scholarship Competition	5 Semi-Finalists
Junior Miss Dance of America Scholarship Competition	Winner
Junior Mr. Dance of America Scholarship Competition	Winner
*Junior Miss Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Junior Mr. Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Junior Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Junior Mr. Dance of America Scholarship Competition	5 Semi-Finalists
Petite Miss Dance of America Scholarship Competition	Winner
Master Dance of America Scholarship Competition	Winner
*Petite Miss Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Master Dance of America Scholarship Competition	1 st , 2 nd , 3 rd and 4 th Runners-Up
*Petite Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Master Dance of America Scholarship Competition	5 Semi-Finalists

PERFORMING ARTS SCHOLARSHIP COMPETITION

The Performing Arts Scholarships presented at the National Convention:

Grand National Championship Winners

Category I (12 years of age or under)

- *Highest Scores – Soloist
- *Highest Scores – Duo/Trio
- *Highest Scores – Group
- *Highest Scores – Small Line
- *Highest Scores – Large Line
- *Highest Scores – Extended/Production

Category II (13 years of age or older)

- *Highest Scores – Soloist
- *Highest Scores – Duo/Trio
- *Highest Scores – Group
- *Highest Scores – Small Line
- *Highest Scores – Large Line
- *Highest Scores – Extended/Production

Choreography Awards (Choreography Score)

- Sherry Gold Choreography Award – Highest Score Solo (12 years of age or under)
- Sherry Gold Choreography Award – Highest Score Solo (13 years of age or older)

David DeMarie Choreography Award – Duo/Production (12 years of age or under)
David DeMarie Choreography Award – Duo/Production (13 years of age or older)
George Lon Choreography Award – 2nd Highest Score Solo (12 years of age or under)
George Lon Choreography Award – 2nd Highest Score Solo (13 years of age or older)
Champion of Champions
Champion – 12 years of age or under
Champion – 13 years of age or older
Lisa Toy Memorial S.H.I.P. Scholarship – one student from each level of the Performing Arts Competition
is awarded a full scholarship to the Student Honors Intensive Program

TEACHERS TRAINING SCHOOL

72. Applicants for DMA membership, having taken the National TTS examinations, shall be given percentage grades on the examinations and shall receive the examination grades within sixty (60) days after the date of the examination.

OBLIGATION OF DMA MEMBERS

INSTRUCTIONS

All candidates for membership in DMA shall be obliged to repeat the following obligation.

Candidates must have passed all the requirements to be duly elected to membership.

Candidates will be escorted to the National President or Obligating Officer of the Affiliated Chapter and the following ceremony will be performed.

The Obligating Officer will read:

OBLIGATING OFFICER:

It is with pleasure that I inform you that you have been elected to membership in Dance Masters of America, Inc. - but, before you can become a bona fide member, it will be necessary for you to repeat the oath of membership and verbal obligation to this organization:

MEMBER

I, (name), pledge myself to conform to all rules and Bylaws of Dance Masters of America, Inc. In proof of which, I do hereby affirm that I will uphold the Code of Ethics and will do all in my power to be a worthy member of Dance Masters of America.

OBLIGATION OF DMA OFFICER

OFFICERS

I, (name) in accepting the office of (title) in Dance Masters of America, do pledge myself in the presence of Almighty God, to accept the obligations and responsibilities of this office.

I further pledge myself to advance the art of dance and serve the interests of the members of this organization.

THE PRESIDING OFFICER SHALL THEN READ TO THE NEW OFFICERS THIS PREAMBLE TOGETHER WITH ANY FURTHER REMARKS HE MAY WISH TO MAKE:

In becoming an officer of the Dance Masters of America, it is also your duty to see that the Bylaws and Standing Rules of this organization are upheld.

We welcome you as officers of this organization and to faithful adherence to the duties of such office.