

## Frequently Asked Questions for Music

**Where do I send my application?** Email your application (the form plus a resume and bio) to the branch President or Membership Chair. Your sponsor can give you the email address.

**What happens next?** In most branches, the officers (or the whole branch, if it's a small branch) will vote to approve you as a member. Then the branch President or Membership Chair will email your application to the National Music Credentials Officer.

**What if I don't live near a branch?** You can apply to be a Member-at-Large (MAL). In this case, email your application, resume, and bio directly to the Music Credentials Officer. Another option is to join a branch that holds zoom meetings.

**What does the National Music Credentials Officer do with the application?** The Music Credentials Officer will evaluate your application packet. If she approves the application, she will send an email to the branch letting them know that you are now a Pen Woman. She will send the application on to the NLAPW headquarters in Washington DC, where it will be processed.

**What if I prefer to send my application on paper?** Most branches will accept a paper application. Usually, the President or Membership Chair will scan the application (this can be done with any smartphone) and email it to the Music Credentials Officer.

**What is the difference between a resume and a bio?** A resume will look like a list. The bio will look like a paragraph. We include both so that you have a good chance to present your full credentials to us.

**What should I list on my resume?** You can include music you've composed, songs you've written, music that you've arranged, or dances you've choreographed. We are looking for musical work that you've been paid for, and work that has been published or performed. If you are in a music profession (such as singer-songwriter, music teacher, musicologist, sound engineer, arranger, lyricist, producer, drill writer, or choreographer), list your employment on your resume.

*Please note: If you join between February 15 and May 1, you will NOT be asked to pay dues again until the following May.*