

AGO ACHIEVEMENT AWARDS

Guidelines for Completing the Requirements

For the Candidate



The AGO Achievement Awards are designed to assist and encourage you and other early-level organists of any age to improve your skills. A mentor from the chapter volunteers his/her time and energy throughout the process – from planning through completion. Prepare the requirements independently or with the help of the mentor, a teacher, a chapter member, or friend. You can complete the requirements at any time during one or more appointments with the mentor. *If you are a minor, a parent or guardian must be present during every contact with the mentor.* The mentor documents the completion by supplying the date in the blank on his/her copy of your candidate record. After completing the requirements, you will be recognized and presented with the certificate during a chapter event.

It is hoped that you will be encouraged to continue your education through AGO involvement and certification.

Please observe the following guidelines throughout the process:

- You never “fail” anything in this process. Instead, allowing a little more time to practice or study will lead to completion.
- “Completion” means to demonstrate to the mentor’s satisfaction and without assistance a reasonable degree of understanding of the concept or competency with the skill.
- All requirements should be completed without notes or resources of any sort.
- The mentor may teach or coach you, even when you are attempting to complete a requirement. If you need more than a slight nudge to complete a requirement, however, you must wait until the next day or later to complete the requirement – when you can complete it without assistance. Follow-ups may need to take place at the organ, but some can be done by phone, video conferencing, etc.
- If you are concerned over completing any item, the mentor should help you towards a more complete understanding of the concept or competency with the skill, and then work out a way with you to complete the item the following day or as soon as possible.
- As soon you complete all the requirements for an Achievement Award, the mentor notifies the appropriate chapter officer and helps them arrange to present the award as soon as possible during a chapter event, at which you must be present to receive the award.
- The Achievement Award program is a free benefit for members of the American Guild of Organists. If you are not yet a member, visit <https://www.agohq.org/membership/membership-overview/> to determine which category of membership is the best fit for you.