



Regional Awards Program

2025 PARTICIPATION PACKET

Dear Regional Awards Program Managers,

We are delighted that you are joining us for the 2025 Jimmy Awards® / National High School Musical Theatre Awards® (NHSMTA®), our sixteenth year! The information provided in this packet will help you successfully complete all necessary requirements for participation in this year's program. Here you will find the 2025 Rules and Regulations, Qualifying Shows and Roles information, an overview of the Appeal Process, Press and Social Media Guidelines, information on the Student Reporter Search, Nominee Groupings and the Adjudication Process, Ticket Information, and the list of required materials to submit with supporting documents including Music Submissions.

This year's Jimmy Awards ceremony will take place on **Monday, June 23, 2025**, at the Minskoff Theatre on Broadway. Nominee and chaperone arrivals are scheduled for Friday, June 13th, at The Juilliard School dorms with Check-In beginning at 9:00am and Official Programming starting the following morning, Saturday, June 14th, at 8:30am. Jimmy Awards programming for participants will conclude on Tuesday, June 24th, at 1:00pm.

Due to a very condensed administrative window on the part of the Jimmy Awards as we approach June, we ask that you return all requested documentation by the appropriate deadlines. A list of all key dates and submission deadlines is provided on page 1 of this packet.

Please note that the Regional Awards Program must submit all requested materials; any materials submitted to us by individual Nominees, parents, or teachers will not be accepted. All submissions become the property of NHSMTA and will not be returned.

For questions regarding this Participation Packet, please do not hesitate to call or email Erin Coffey at 212-703-0206 or ECoffey@Broadway.org.

Sincerely,

A handwritten signature in black ink that reads "Rachel Reiner".

Rachel Reiner
Executive Director, NHSMTA/Jimmy Awards
Director of Audience Engagement,
The Broadway League

A handwritten signature in black ink that reads "Erin Coffey".

Erin Coffey
Manager of Audience Engagement
The Broadway League

Keep up with @JimmyAwards



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1. KEY DATES & SUBMISSION DEADLINES

ASAP – List of Participating High Schools in provided Excel Template due

(Final version due no later than five days following your ceremony)

March 14, 2025 – Chaperone Approval/Travel Companion Selection Form due

April 1, 2025 – Appeals for all Qualifying Shows and Roles due

April 7, 2025 – RAP Chaperone Approval Notifications sent

April 14, 2025 – Optional Student Reporter Candidate Submissions due

April 25, 2025 – Chaperone Personal Release/Waiver Form/Medical Information Form due

May 5, 2025 – Student Reporter Candidate First-Round Outcome Notifications sent

June 2, 2025 – Student Reporter Candidate Final Outcome Notifications sent

June 2, 2025 – Nominee & Chaperone Travel Information Forms due

June 2, 2025 – Advance Sale Ticket Requests due

June 2, 2025 – RAP Ticket Confirmation Form due

June 4, 2025 – Zoom Meeting for All RAPs, Nominees, & Families at 7:00pm Eastern

June 11, 2025 – Optional Inspiring Teacher Award Nomination Forms & Video Submission Due

June 13, 2025 – Nominee & Chaperone Arrivals and Check-In at Juilliard

June 20, 2025 – Student Reporter & Chaperone Arrivals in NYC

June 21, 2025 – Student Reporter Check-In at Juilliard

June 23, 2025 – 2025 Jimmy Awards Ceremony

June 24, 2025 – Afternoon Departure for Nominees, Student Reporters, & Chaperones

IF your Regional Awards Program (RAP) ceremony occurs before June 1, 2025:

- ALL materials listed below are due within **five (5) business** days of your ceremony, and **in no event later than June 1, 2025**.

IF your Regional Awards Program (RAP) ceremony occurs on or after June 1, 2025:

- ALL materials listed below are due on **June 1, 2025**.

DROPBOX

- RAP List of Participating High Schools in provided Excel Template
- Nominee Selection Score Sheet
- Three Digital Images from your RAP Ceremony
- RAP Venue Marquee Image and Video

ACCEPTED

- Nominee Release/Waiver Form/Code of Conduct
- Nominee Information and Medical Form
- Nominee Headshot
- Nominee Resume
- Nominee Essay
- Nominee Bio
- Nominee Qualifying Role Production Photos (3)
- Nominee Topic Response Video
- Nominee Music Submission Form
- Nominee Wardrobe Information Form & Wardrobe 360° Video(s)

Participation Packet
SECTION I:

2025 Jimmy Awards
Program Information

2. 2025 RULES & REGULATIONS

Only those programs that have been approved for participation by the NHSMTA are recognized as official Regional Awards Programs of the Jimmy Awards®. Click [here](#) for Participation Guidelines for more information.

Each Regional Awards Program (RAP) of the Jimmy Awards® must adhere to the following Rules & Regulations in order to participate in the 2025 Jimmy Awards®/ National High School Musical Theatre Awards® (NHSMTA®).

General

- The RAP is sponsored by a legitimate professional theatre/company that is a member in good standing of The Broadway League.
- The sponsoring legitimate professional theatre/company that is a member of The Broadway League has sponsored only one (1) RAP this year (unless an exception is approved by the NHSMTA Advisory Board).
- Every participating program must pay the participation fee in full, and the payment must be made by the Broadway League Member sponsoring organization.
- New Regional Awards Programs may send Nominees to New York in the first year of their program, if they so choose.
- In addition to the non-refundable participation fee, the RAP is also responsible for funding round-trip travel to New York City for its two Nominees (and Chaperone, if applicable). NHSMTA will arrange and pay for Nominees' expenses in New York City including housing, meals, and other necessary expenses for the duration of the program. Any expenses incurred outside of the scheduled program dates will be the responsibility of the RAP.
- The RAP must adhere to and comply with all [Press Guidelines](#) as outlined by the NHSMTA.
- The Jimmy Awards encourages diversity regionally whenever possible, including connecting to schools that may not have the budget to produce full-length musicals. We also encourage RAPs to select adjudicators, presenters, and guest performers from BIPOC and historically excluded communities. For additional resources, please see the section on page 6 titled "RECOMMENDATIONS TO INCREASE INCLUSION AMONGST REGIONAL PARTICIPANTS."

Nominee Selection Process

- The RAP is expected to adjudicate student performances through a full-scale Awards Program Model based on a Tony Awards® model (for reference please refer to similar programs such as Gene Kelly Awards, The Blumey Awards, or the Iowa High School Musical Theater Awards).
 - The RAP sends qualified judges to review high school musical theatre productions presented by individual schools during the 2024-25 school year. All aspects of shows, such as acting, choreography, design, etc. are judged on performance and production quality. To be considered for Jimmy Awards nomination, a student must perform a Qualifying Role in an Approved Musical in a full-length high school production that took place during the 2024-25 school year.

- All Regional Awards Programs must present awards at a full-scale public event in which nominees perform/participate in solo and group musical numbers for a live in-person audience of no fewer than 100 attendees (not including participants). While new Regional Awards Programs may choose to present a smaller culminating event for their first year, they are required to present a full-scale public event by the second full year of participation in the Jimmy Awards/National High School Musical Theatre Awards.
- At or before this event, RAPs must select two (2) nominees to participate in the Jimmy Awards. One student is announced as the Jimmy Awards Best Actress Nominee, and one student is announced as the Jimmy Awards Best Actor Nominee.
- Nominees for Best Performance by an Actor and Best Performance by an Actress are chosen based on the results of the adjudication of their performance of a Qualifying Role in an Approved Musical in a full-length high school production that took place during the 2024-25 school year.
- For the purpose of NHSMTA, qualifying roles will be defined per [the list found here](#). Approved RAPs may appeal roles and musicals that are not on the current list for inclusion. School editions/versions of musicals are permitted; “junior” versions are not. Junior versions are usually referred to as: G2K (Getting to Know Series), Young @ Part, Middle School Editions (from 101 School Editions), Broadway Jr., Youth Editions, and Young Performers. Concert versions are not permitted.
- All nominees must meet any additional criteria and comply with all regulations as designated by the individual Regional Awards Program’s policies for the 2024-25 season in order to be eligible as a Jimmy Awards Nominee.
- Regional Awards Programs must submit all required information and materials on behalf of their two participating Nominees **by June 1st**, regardless of culminating program event/ceremony date. Please refer to the Documentation & Materials section of the Rules & Regulations for further detail.
- Regional Awards Programs must ensure that their two participating Nominees have been informed of their nominations for the Jimmy Awards **by June 1st**.
- Regional Awards Programs must ensure that their two participating Nominees have been announced to the public no later than one (1) week prior to the start date of the NHSMTA week in NYC.

Nominee Requirements

Only those students who have been selected and designated as such by an official Regional Awards Program of the Jimmy Awards® are recognized as official Jimmy Award Nominees. Please see above for more information about the Nominee Selection Process.

- A Jimmy Awards Nominee must be a current high school student, grades 9 through 12.
- A Nominee’s high school may participate in one (1) RAP only.
- A Nominee may participate in one (1) RAP only.
- A Nominee may represent one (1) high school and one (1) Qualifying Role only. The nominee will represent the high school that produced the Qualifying Show for which they were nominated.

- Nominees must be conflict free and available for all days during the NHSMTA week, tentatively scheduled for Friday, June 13th – Tuesday, June 24th.
- Nominees are required to travel to New York City to participate in a rigorous 10-day program that will include individual coaching and group rehearsals for the Jimmy Awards ceremony.
- Upon arrival in NYC, Nominees will participate in a live Preliminary Adjudication to determine their award eligibility and Performance Group placement. The forty (40) Nominees who continue to be eligible for Finalist and Best Performance scholarships following the Preliminary Adjudication will participate in a second live Adjudication prior to the public Jimmy Awards ceremony.
- Nominees must understand and agree to all possible videotaping, televised opportunities, photos, press interviews, and print advertising. Waivers are provided in the Nominee Information Packet.
- Once a Nominee has won the Jimmy Award for Best Performance by an Actor or Best Performance by an Actress, they may not return in subsequent years to participate as a Nominee at the Jimmy Awards in New York City.
- Nominees must abide by any health and safety protocols implemented by either The Juilliard School or the NHSMTA.

Documentation & Materials

- Once accepted to participate in the NHSMTA Program, the RAP is required to submit the following necessary documentation in digital form. Please note that all material requirements are subject to change. Specific guidelines and upload instructions are provided in this RAP Participation Packet. **All** documentation is to be submitted to NHSMTA by the RAP, not by Nominees, their teachers, or their parents:
 - Participating High Schools List, which includes:
 - The name, street address, and phone number of each high school participating in the RAP
 - Show titles of each high school production adjudicated by the RAP
 - Dates of each production adjudicated by the RAP
 - The estimated number of students participating in each production adjudicated by the RAP
 - Each high school musical director's name, mailing address, email address, and phone number
 - The name of another primary contact at the high school, including phone number, email, and mailing address
 - RAP logo
 - RAP adjudication score sheet demonstrating process of determining Jimmy Awards nominees
 - Three digital images from RAP's 2025 ceremony

- RAP Chaperone Approval/Travel Companion Selection Form
- Chaperone Personal Release/Waiver Form/Medical Information, if applicable
- Nominee Release/Waiver Forms and Parental Release Form
- Nominee Medical Information Form
- Nominee color headshots (current)
- Nominee resumes formatted to NHSMTA-provided template
- Nominee one-page essays
- Nominee bios
- Three production photos demonstrating each Nominee's performance was from a Qualifying Role in an Approved Musical in a full-length high school production during the 2024–25 school year
- A video submission featuring each Nominee's topic response
- Nominee Wardrobe Information Form
- Nominee Music Submissions

Recommendations to Increase Inclusion Amongst Regional Participants

- Create and publish a program Equity, Diversity, Inclusion, and Accessibility statement.
- Actively recruit a panel or group of program adjudicators, teaching artists, and coaches to include diversity of race, gender expression, age, disability status, and cultural background.
- Communicate and be transparent about gender inclusivity practices.
- Offer professional development sessions for teachers/show directors that include a focus on show selection and appropriate casting to ensure that productions reflect the racial makeup of the school/community.
- Offer anti-racism and/or anti-bias training for adjudicators, teaching artists, coaches, and program/venue staff.
- Consider participation opportunities for students who attend schools that do not currently produce musical productions or who do not meet Jimmy Awards/NHSMTA eligibility requirements.
- Offer scholarships, waivers, or reductions for school participation fees.
- Utilize virtual opportunities/programming to reach students and schools that may not be able to participate in-person.
- Include more expansive award categories in addition to performance.
- For additional resources, please see [The Broadway League's EDI Guide](#) available in the Members' Only section of broadwayleague.com.

3. QUALIFYING SHOWS & ROLES

The Jimmy Awards®/National High School Musical Theatre Awards® has reviewed the professional standards for identifying the definition of an Approved Musical and a Qualifying Role in an Approved Musical for the purposes of our program. These standards serve as a guide to create a minimum standard and criteria for what defines a Qualifying Role in the category of Best Performance by an Actor/Actress in an amateur production of an Approved Musical.

A. Definition of an Approved Musical

For the purposes of NHSMTA, an Approved Musical is one that:

- Held performances in a major New York City/Broadway theatre, professional regional, or touring theatre outside of New York City prior to being made available for licensing to the regional, amateur, or school theatre/circuit.
- Was originally conceived and produced for a core audience over eight years of age.
- Is officially available for a performance license by a high school from the licensing entity that manages such licenses on behalf of the rights holder for such musical.
- Is officially licensed from the licensing entity that manages such licenses on behalf of the rights holder for such musical.
- Is the standard or school edition/version; the following editions/versions are **not** eligible: 101 Collection (Middle School Editions), Broadway Junior, G2K (Getting to Know Series), Young Performers Edition, and Young@Part. Concert versions are not permitted.

B. Definition of a Qualifying Role

For the purposes of NHSMTA, a Qualifying Role in an Approved Musical is a role in which the character has a name, provides a vehicle for the actor or actress to demonstrate the ability to deliver the exceptional performance of a solo song, and the ability to interact with other leading and featured performers in scenes and/or songs. Unless identified as an “Ensemble Cast Musical,” an Approved Musical may have not more than six (6) Qualifying Roles.

For Approved Musicals with both a book and libretto, a Qualifying Role must, at minimum, include:

- a. At least one (1) solo, featured song
- b. Appearances in more than one (1) scene with spoken dialogue with other leading or featured performers
- c. Appearances in both or all acts

For Approved Musicals with a libretto only, a Qualifying Role must, at minimum, include:

- a. At least one (1) solo, featured song
- b. At least one (1) song featuring solo lines in dialogue with other leading or featured performers in the same song
- c. Appearances in both or all acts

- C. For the purposes of the NHSMTA program, students are adjudicated in the category corresponding to their gender identification, not the gender of the role that they played. Students identifying as non-binary or gender-fluid may choose to either select the category in which they wish to be adjudicated (regardless of the gender of the role) OR they may be adjudicated based on the gender of the role they played. All casting or script change requests for performances in the NHSMTA program must be approved beforehand. The regional awards program should be prepared to submit proof of approval from the show's licensing organization.

4. APPEAL PROCESS

A Regional Awards Program (RAP) may submit an Appeal for either a musical or role to be considered an Approved Musical or a Qualifying Role after such RAP has applied to and been notified of their acceptance to participate in the NHSMTA. Appeals must be submitted using the 2025 Appeal Form, found [here](#) or at the link below. Appeals must be made prior to April 1, 2025. Appeals made after April 1st cannot be assured approval for the 2025 NHSMTA. The Appeals Committee will consider all appeals and make a determination according to the review schedule outlined on the Appeal Form.

This process has been established to ensure all RAPs use the same method and have the same opportunity to submit appeals.

LINK: [2025 Jimmy Awards Appeal Form](#)

Updates to the list of Approved Musicals and Qualifying Roles

Each year, in consultation with the major licensing houses, NHSMTA updates the list of Qualifying Roles and Approved Musical titles made available for high school licensing. As of September 1st each year, no roles will be removed from the Qualifying Roles List for the upcoming program year. However, because appeals are made and approved throughout the year, the list of Qualifying Roles continues to be updated with additions. RAP representatives should consult this list periodically to ensure that you have the most current list, which will be fully updated for the year by May 1, 2025.

Please click the link below for the List of Qualifying Roles for the 2025 Jimmy Awards as well as the list of shows and roles that are currently ineligible for appeals.

LINK: [Jimmy Awards Qualifying Shows and Roles](#)

5. PRESS GUIDELINES

All participating Regional Awards Program (RAP) press releases mentioning The National High School Musical Theatre Awards®, NHSMTA®, or The Jimmy Awards® must be approved in writing before they are released to the media. Press releases may be emailed to RReiner@Broadway.org. If the matter is urgent, please call 212-703-0215.

As of February 17, 2024, Jason Laks is The Broadway League Foundation's official spokesperson. Requests for interviews and/or comments from Mr. Laks may be directed to Ed Lefferson at Communications@Broadway.org or by calling 212-703-0231.

The following program descriptions have been created to provide background information for members of the media. These documents are also available for use in their entirety by our participating awards programs on their websites and in their press materials. Any alterations to these descriptions must first be approved by NHSMTA. Additional information about the National High School Musical Theatre Awards is available on our Frequently Asked Questions page. PDFs of these documents may be shared with members of your local media. Any alterations to these descriptions to include references to regional programs must be approved by NHSMTA. Please email any edited documents to RReiner@broadway.org.

LINK: [NHSMTA Short Program Description](#)

LINK: [NHSMTA Long Program Description](#)

NHSMTA scholarships and awards are subject to change each year. RAP press materials and general commentary should not include any speculation about possible awards based on those presented in previous years. A generic statement about NHSMTA award offerings [is available here](#). Information about awards offerings for the 2025 Jimmy Awards can be found on page 12 of this packet.

Official Jimmy Awards program logos can be found here:

LINK: <https://www.jimmyawards.com/logos/>

FAQ can be found at <https://www.jimmyawards.com/about/faq/>.

6. SOCIAL MEDIA GUIDELINES

As the Jimmy Awards social media presence evolves, the Broadway League Digital team has created the following guidelines for best practices for engaging with the Jimmys social feed. Similar to the program's press guidelines, Regional Award Programs should follow the guidelines below when interacting with the Jimmy Awards social channels and are encouraged to reach out with any questions.

SHARE SHARE SHARE!

Leading up to the Jimmy Awards, especially during RAPs season, we feature photos, videos, and reels from RAPs and various information on ticketing, past Jimmys performance content, etc. We do our best to tag sponsors and RAP accounts. If you are tagged in a post from @jimmyawards, please share the post on your account's IG stories!

TAG US IN POSTS!

Theatre people help theatre people! Make sure to tag @jimmyawards if you're posting Jimmys-related content on your IG account. If you post about the Jimmys on your stories, tag us, too! We would love to share content from our RAPs on our stories but cannot do so if our account is not tagged.

SAVE SAVE SAVE!

Make sure to like, comment, and—most importantly—save the post(s). Saves are gold in Instagram currency and help drive traffic to our page, which could also drive traffic to your pages!

AVOID!

Using apps such as Regram to share content from @jimmyawards or screen recording our videos to share on your account(s).

This is not the most efficient way to increase visibility for the Jimmy Awards nor for your programs and/or sponsors. Even worse, it can create a copyright issue. If you're having trouble finding an asset you'd like to post, please don't hesitate to reach out to us!

7. 2025 STUDENT REPORTER SEARCH

Each year, the Jimmy Awards invites select Student Reporters from participating Regional Awards Programs to cover Jimmy Awards events through social media. This provides a chance to expand connections into local schools' journalism, film, and other related departments. Student Reporters work directly with the Jimmy Awards Digital team which allows them to receive an insider look at the digital marketing strategy of Jimmy Awards coverage while gaining insight into the field as a whole.

Two (2) Student Reporters identified via a national search will be brought to NYC to cover the Jimmy Awards this year. Applicants may be submitted by their RAP only and must NOT be students who are eligible to compete as a nominee for The Jimmy Awards. There is a limit of two (2) student reporter applicant submissions per RAP. Submissions are due on Monday, April 14, 2025.

All applicant materials must be submitted by the RAP. You may use the Student Reporter Submission Form provided on pages 42 – 44 (*Reference Form C*) if it is useful in collecting this information from your applicant(s), however, you will input each answer into individual fields in the Google Form linked below.

- [This page may be shared with prospective applicants explaining our rules and criteria.](#) Feel free to distribute this to the teachers and schools in your RAP network. How you choose your student reporter applicant(s) is entirely up to your program.
- [The form to submit your chosen student reporter applicant\(s\) can be found here.](#) **This page is for your use only; do not share it with schools or students.** The form includes a link you may use to upload your applicant video(s). **Jimmy Awards Student Reporter submissions are due no later than Monday, April 14.** If you have any issues with the form or uploading the video(s), please contact Erin Coffey at ECoffey@Broadway.org.

Student Reporter candidates will be notified whether they will move on to the second round of consideration on or around May 5, 2025. Finalists will be notified of the outcome of their application on or around June 2, 2025. Notifications will be sent directly to the candidates at the email address provided. The RAP Manager will be copied on the notification email.

8. NOMINEE PERFORMANCE GROUPS & ADJUDICATION PROCESS

Following master class-style sessions with Jimmy Awards audition coaches, the Nominees will participate in a Preliminary Adjudication on Monday, June 16th. The preliminary judging panel will include casting directors, producers, and other industry professionals. At this adjudication, the Nominees will perform a 32-bar cut of a song from the role for which they were nominated in addition to a one-minute cut of a Solo Song of their choice. **Nominees must provide two (2) copies of their own piano sheet music with their cuts clearly marked to be used both during Preliminary Coaching sessions and the Preliminary Adjudication.** The results of this Preliminary Adjudication will determine the Nominees' Performance Group assignments and award eligibility.

Those Nominees assigned to The Character Group will continue to be in consideration for Finalist and Best Performance awards and scholarships. Those Nominees assigned to The Feature Group will no longer be in consideration for Finalist or Best Performance awards and scholarships, though they will continue to be eligible for all other awards and scholarships.

Forty (40) Nominees – twenty (20) Best Actress and twenty (20) Best Actor Nominees – will be assigned to The Character Group. All other Nominees will be assigned to The Feature Group. **All Nominees in both groups will perform in both the Opening Number and Closing Number on the stage of the Minskoff Theatre.**

Character Group nominees will perform a selection from the role for which they were nominated, in medley format, on the stage of the Minskoff. This group will not perform in the Feature Number.

Feature Group nominees will perform on the stage of the Minskoff in a themed group number. This group will not perform in a Character Medley.

The Sunday immediately before the ceremony, Nominees will showcase the Opening Number and the Feature Group Number for the Minskoff Judges, a panel of experts comprised of producers, casting directors, and industry professionals. Those Nominees in The Character Group will participate in a Final Adjudication during which they will perform their Character Medleys and will each sing one solo song up to three minutes in duration prepared during the week with Broadway coaches. Following this Adjudication, the Minskoff Judges will select eight (8) Finalists – four (4) Best Actress Nominees and four (4) Best Actor Nominees. All eight (8) Finalists will receive award scholarships.

Those eight (8) Finalists will be announced and recognized at the ceremony and will sing their selected solo songs on the Minskoff stage during the second act. From these eight (8) Finalists, the judges will choose the winners of the Jimmy Awards for Best Performance by an Actress and Best Performance by an Actor by ballot vote live during the second act of the ceremony.

Additional awarded scholarships this year will include Best Dancer, Rising Star, Outstanding Performance in an Ensemble (5), and Spirit of the Jimmys, for a total of sixteen (16) individual scholarships.

Below is an overview of which awards and scholarships are available to the Nominees in each Performance Group.

Recipients of the following awards and scholarships will be selected from The Character Group **only**:

- Best Performance by an Actress
- Best Performance by an Actor
- Finalist (6)

Recipients of the following awards and scholarships will be selected from The Feature Group **only**:

- Outstanding Performance in an Ensemble (5)
- Rising Star

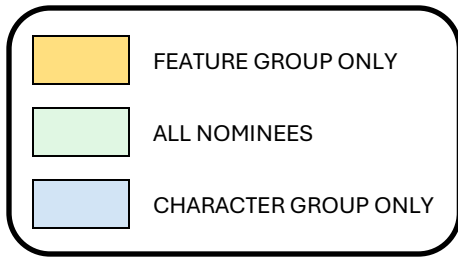
Recipients of the following awards and scholarships will be selected from either of the two performance groups:

- Best Dancer
- Spirit of the Jimmys

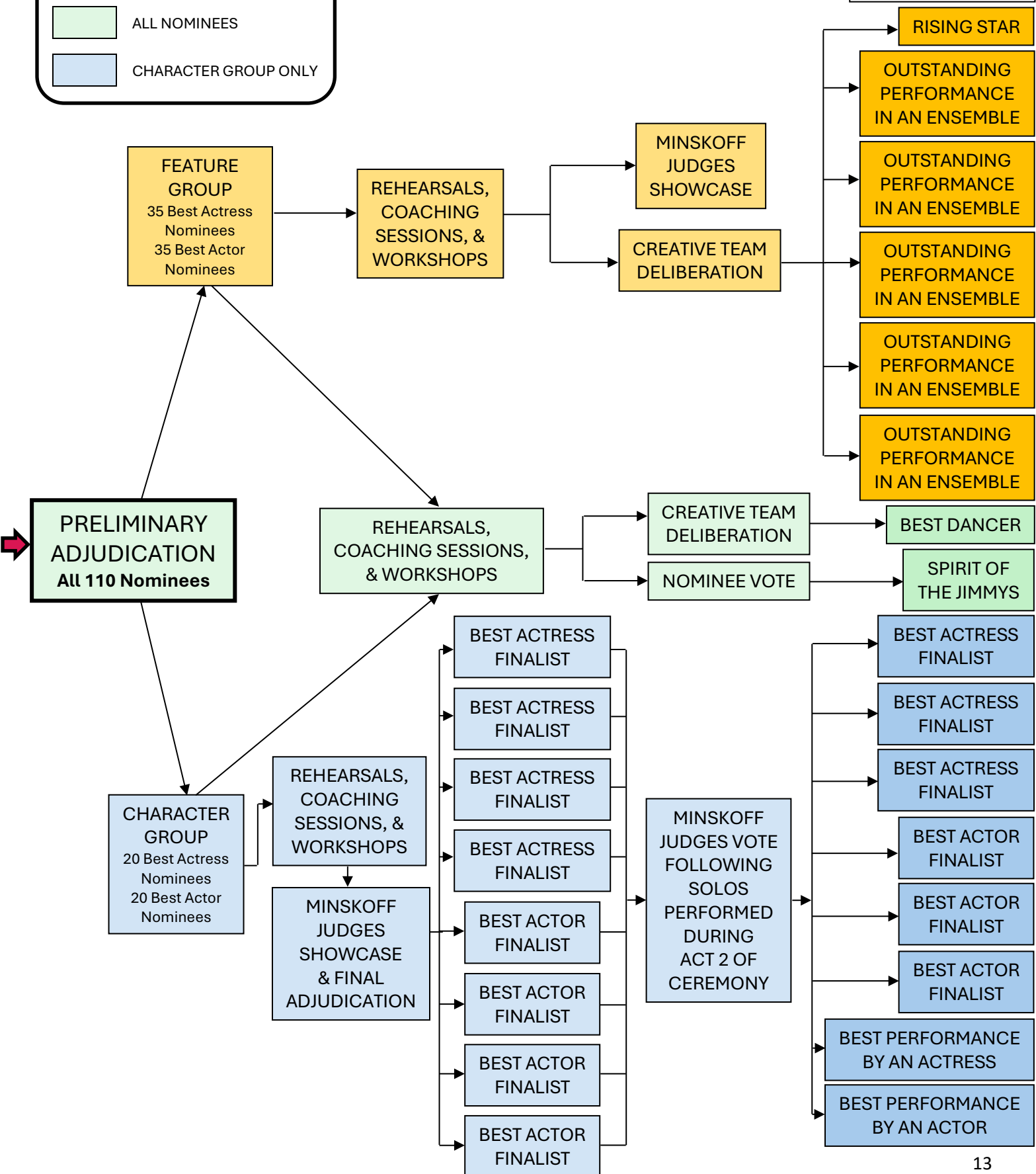
The Jimmy Awards Adjudication Rubric is provided on page 62 (*Reference Form I*) of this packet.

A flow chart of awards and scholarships as they relate to Performance Groups is on the next page (page 13) of this packet.

AWARDS & SCHOLARSHIPS FLOWCHART



16 TOTAL AWARDS & SCHOLARSHIPS



9. SAMPLE DAILY SCHEDULE

Below is a sample daily schedule to illustrate a day in the life of a Nominee during Jimmys Week in NYC. This is sample schedule and is not necessarily indicative of a set schedule for any Nominee or single rehearsal day. The sample schedule is intended to be a tool in helping Nominees prepare themselves for the rigor and pacing of this 10-day intensive.

7:00am	Cafeteria Opens for Breakfast
8:30am	Physical Warm Up (30 minutes)
9:00am	Opening Number Staging Rehearsal (1 hour, 30 minutes)
10:30am	Closing Number Vocal Rehearsal (30 minutes)
11:00am	Solo Song Coaching Sessions (1 hour, 30 minutes)
12:30pm	Lunch (1 hour)
1:30pm	Guest Speaker Q&A (1 hour)
2:30pm	Solo Song Coaching Sessions (1 hour, 30 minutes)
4:00pm	Performance Group Rehearsals (2 hours, 30 minutes)
6:30pm	Dinner (1 hour)
7:30pm	Opening Number Staging Rehearsal (1 hour)
8:30pm	End of Day

10. TICKET INFORMATION

There are three components to the evening of the ceremony: (1) The Pre-Show VIP Reception immediately prior to the ceremony that is by invitation only and part of some [sponsorship benefits](#), (2) the Jimmy Awards ceremony at the Minskoff Theatre, and (3) the After-Party which is open to all involved and their guests, at Hard Rock Café in Times Square. **The NHSMTA strongly suggests that Regional Awards Programs consider the needs of nominees' families when allocating tickets.**

- Included in your venue's \$15,000 participation fee, each RAP receives four (4) orchestra seats to the ceremony and four (4) After-Party Passes. Pre-Show VIP Reception tickets are NOT included or available for purchase.
- **DUE JUNE 2, 2025: [RAP Ticket Confirmation Form](#)**
As soon as you know what names you would like your RAP's four (4) ceremony tickets and four (4) After-Party Passes to be held under, please complete and submit the RAP Ticket Confirmation Form to secure your tickets. **If you do not confirm your tickets, they will be released.**
- Please note that in addition to the tickets confirmed with the Google Form above, each Chaperone will receive one Jimmy Awards ceremony ticket (separate from the venue's four ceremony tickets) and one After-Party Pass to be used by the Chaperone. **Chaperone ceremony tickets and After-Party Passes are non-transferable.**
- Each Nominee will receive one After-Party Pass to be used by the Nominee. **Nominee After-Party Passes are non-transferable.**

RAP ADVANCE SALE TICKETS

- Each Regional Awards Program has the option to request up to ten (10) tickets via our advance sale that is open exclusively to regional programs.
- Once confirmed, you will receive an email from Broadway Direct prompting you to submit credit card information. These tickets are priced at \$175.
- We cannot accommodate requests for these tickets to be near the RAP Ceremony Ticket locations.
- All Advance Sale ticket requests must be received by June 2, 2025.

- If there are unclaimed tickets in the Advance Sale allotment after the June 2nd deadline, RAPs may request additional tickets before any public sale begins. Tickets requested after the June 2nd deadline will be allocated on a first-come, first-served basis and will be priced at the premium rate of \$350.
- Tickets purchased via the Advance Sale will be available for pick up at the Minskoff Box Office window starting at 10:00am on Monday, June 23rd.
- Any remaining tickets in the theatre will go on sale to the public on Monday, June 9th.
- **DUE JUNE 2, 2025:** [Advance Sale Ticket Request Form Link](#)

BROADWAY DIRECT PUBLIC SALE

- Should there be any remaining tickets in the theatre, they will go on sale to the public through Broadway Direct on or around Monday, June 9, 2025. RAPs will be notified of the on-sale date immediately and be sent the link to purchase tickets if and when they are available.
- Tickets this year will be priced at \$175, \$110, and \$75, in addition to \$350 premium seats that may also be available for purchase.
- All tickets purchased through Broadway Direct will be available for pick up at the Minskoff Box Office window starting at 10:00am on Monday, June 23, 2025.

AFTER-PARTY

- Additional After-Party Passes are \$95 each and must be purchased separately from ceremony tickets. This party is the equivalent of a “cast party,” and families and venue representatives typically like to meet their Nominees there to celebrate.
- PURCHASE LINK: [After-Party Passes](#)

11. CEREMONY WEEKEND HOTEL RATES IN NYC

Each year, the Jimmy Awards arranges special hotel rates to be used by Regional Awards Programs and family and friends of nominees. Please see this year’s options at the link below and follow the accompanying directions to book at the group rate. *Please be reminded that Members also have access to hotel deals and discounts through the Broadway League. To access these offers, log in to [BroadwayLeague.com](#) and click “Hotel Discounts” under “Member Benefits.”*

LINK: [Jimmy Awards Ceremony Weekend Hotel Rates in NYC](#)

12. JIMMY AWARDS CEREMONY LIVESTREAM

The Jimmy Awards ceremony will be livestreamed for free on Facebook and YouTube, and the full ceremony will be available to watch online for 72 hours. Streaming information will be available on [JimmyAwards.com](#) closer to the event. To help promote the livestream, Regional Awards Programs are invited to incorporate the following assets into their ceremonies.

LINK: [RAP Ceremony Playbill Ad](#)

LINK: [Jimmy Awards Sizzle Reel \(60 seconds\)](#)

LINK: [2024 Week-in-Review Video](#)

13. SPONSORSHIP OPPORTUNITIES (Optional)

The Jimmy Awards offers multiple sponsorship packages with a variety of benefits that, depending on the level of contribution, may include tickets to the ceremony and/or Pre-Show VIP Reception, an ad in the ceremony Playbill, acknowledgement on JimmyAwards.com, and more. Regional Awards Programs, Broadway League Member organizations, and individuals are welcome to become sponsors and take advantage of those unique opportunities.

LINK: [Jimmy Awards Sponsorship Opportunities](#)

14. INSPIRING TEACHER AWARD NOMINATIONS (Optional)

Jimmy Awards Nominees have the option to nominate one (1) theatre teacher or teacher who leads the theatre program at the high school that produced the Qualifying Show for which they were nominated to be considered for one of two Inspiring Teacher Awards that will be presented at next year's Jimmy Awards ceremony. The goals of the Inspiring Teacher Awards are: 1) to honor theatre educators for their commitment to excellence in high school musical theatre, 2) to raise the profile of teachers who present musicals at their schools, and 3) to honor theatre educators for their support of Jimmy Awards nominees.

Award Parameters:

- Recipients must be teachers of Jimmy Awards nominees in a full-time position at the high school that produced the Qualifying Show for which the student was nominated.
- Up to two (2) educators will be selected as the recipients of the award by a designated Taskforce comprised of members of the Broadway League's Audience Engagement Committee (*members of the Taskforce may not be associated with a Regional Awards Program*).
- The Inspiring Teacher Awards will be bestowed at the following year's ceremony.

To Nominate a Teacher:

All nomination information must be submitted by the RAP. You may use the Inspiring Teacher Award Nomination Form provided on pages 64 – 66 (*Reference Form K*) if it is useful in collecting this information from your nominees who wish to nominate a teacher, however you will input each answer into individual fields in the Google Form linked below.

Any nominee who wishes to nominate their teacher must make an approximately 60 second video describing or showing why their teacher deserves this award, provide additional information about their high school theatre program, and answer the following 6 questions in writing in complete sentences. *Please note that the content of the video should be distinct from the short answer responses and may include contributions from other students, alumni, faculty, parents, and/or community members.*

- Why does your teacher deserve special recognition?
- Describe three (3) specific skills you have learned from your teacher.
- How does your teacher inspire you?
- How does your teacher make everyone feel included and valued in the classroom or in a production?
- What is the most valuable lesson you have learned from your teacher?
- What advice has your teacher given you about the professional world/life after high school?

Nominations must be submitted via the Google Form at the link below by **Wednesday, June 11, 2025**.

LINK: [Inspiring Teacher Award Nomination Form](#)

15. RAP PROFILE QUESTIONNAIRE & MENTORSHIP PAIRINGS (Optional)

Starting in the fall of 2023, the Jimmy Awards has provided two optional opportunities to connect with and learn about other RAPs around the country.

First, we invite you to complete the RAP Profile Questionnaire linked below. This has been requested a number of times by RAP managers looking to connect with programs that have similar elements as their own. This Profile Questionnaire gives you the opportunity to share information about your own program with your colleagues around the country. The Response Spreadsheet, also linked below, allows you to see what information other RAPs have submitted to the Questionnaire and learn what elements have been incorporated into their programs.

If your RAP's existing profile requires an update, please complete the Questionnaire in its entirety and contact Erin Coffey at ECoffey@Broadway.org to archive any outdated information.

LINK: [RAP Profile Questionnaire](#)

LINK: [RAP Profile Response Spreadsheet](#)

Second, the Jimmy Awards facilitates mentorship pairings between regional programs and their staff members on a by-request basis.

If your program is willing and positioned to mentor new RAPs as they develop their programs, RAPs expanding their programming, and/or new RAP managers of existing programs, please complete the form linked below, and we will reach out to you in order to pair you with other RAPs as needed.

LINK: [RAP Mentor Sign-Up Form](#)

If your program and/or new staff would like mentorship from an established RAP, please complete the form linked below, and we will reach out to you in order to pair you with a RAP mentor.

LINK: [RAP Mentee Sign-Up Form](#)

Participation Packet

SECTION II:

***RAP and Nominee
Required Materials***

16. REQUIRED RAP AND NOMINEE MATERIALS TO SUBMIT

Item #	Item to Submit	How to Submit/Page #	File Labeled As
1	List of Participating High Schools	Dropbox Upload Link (page 20)	“(Name of RAP) High Schools”
2	Nominee Selection Score Sheet(s)	Dropbox Upload Link (page 20)	“(Name of RAP) Score Sheet”
3	Three (3) Digital Images from your RAP Ceremony	Dropbox Upload Link (page 20)	“(Name of RAP) Image 1 (Photo Credit)” “(Name of RAP) Image 2 (Photo Credit)” “(Name of RAP) Image 3 (Photo Credit)”
4	Broadway League Sponsor Organization Marquee Image & Video	Dropbox Upload Link (page 21)	“(Name of RAP) Marquee Image” “(Name of RAP) Marquee Video”
5	Chaperone Approval/Travel Companion Selection Form	Google Form Link (page 21 – 23, 33 – 37)	N/A
6	Chaperone Personal Release/Waiver Form/Medical Information	Google Form Link (page 23, 38 – 41)	N/A
7	Nominee & Chaperone Travel Information Forms	Google Form Link 1 (page 23) Google Form Link 2 (page 23)	N/A
8	Nominee Information and Medical Form	Acceptd (page 24, 45 – 48)	N/A
9	Nominee Participation Forms (Personal Release/Waiver Form/Code of Conduct/Parental Release)	Acceptd (page 24, 49 – 56)	“(Nominee Last Name) (Nominee First Name) Participation Forms”
10	Nominee Headshot	Acceptd (page 24)	“(Nominee Last Name) (Nominee First Name) Headshot”
11	Nominee Resume	Acceptd (page 24, 57)	“(Nominee Last Name) (Nominee First Name) Resume”
12	Nominee Essay	Acceptd (page 25)	“(Nominee Last Name) (Nominee First Name) Essay”
13	Nominee Bio	Acceptd (page 25)	“(Nominee Last Name) (Nominee First Name) Bio”
14	Three (3) Nominee Qualifying Role Production Photos	Acceptd (page 25)	“(Nominee Last Name) (Nominee First Name) Image 1 (Photo Credit)” “(Nominee Last Name) (Nominee First Name) Image 2 (Photo Credit)” “(Nominee Last Name) (Nominee First Name) Image 3 (Photo Credit)”
15	Nominee Topic Response Video	Acceptd (page 25, 63)	“(Nominee Last Name) (Nominee First Name) Topic Response Video”
16	Nominee Music Submissions	Acceptd (page 26 – 28, 58 – 59)	N/A
17	Nominee Wardrobe Information Form & Wardrobe 360° Video(s)	Acceptd (page 29 – 31, 60 - 61)	“(Nominee Last Name) (Nominee First Name) Solo Outfit Video” “(Nominee Last Name) (Nominee First Name) Warm Color Outfit Video” “(Nominee Last Name) (Nominee First Name) Cool Color Outfit Video”

ITEMS #1 – #4 WILL BE SUBMITTED THROUGH DROPBOX

There is a Dropbox Folder file request linked for each item below. Please use the links provided to upload the following four items:

- 1. List of Participating High Schools:** Each RAP is required to provide a list of high schools participating in your regional awards program and additional related information. This information is collected to (1) confirm no high school is participating in more than one RAP, (2) to confirm that the high schools have paid the licensing fees for the show they are presenting, and (3) to convey the scope and reach of the program for sponsors and funders. To facilitate this effort, we have provided a formatted Excel template.

TEMPLATE LINK: [Participating High Schools Excel Spreadsheet Template](#)

Please download the Excel template, rename the file according to the guidelines below, and complete with the following information:

- a. Names of all participating high schools.
- b. Each high school's Qualifying Show and the estimated or exact number of students involved in the production.
- c. School Contact – Contact name and information including mailing address, email address, and phone number of a full-time permanent staff member at the high school. This can be a principal, other administrator, or teacher.
- d. Production Contact – Contact information of the person in charge of selecting, producing, and/or directing the musical at each high school including, mailing address, email address, and phone number. This can be the leader of the drama club, teacher, or other person engaged to produce the musical at the high school.

Please remember to fill out the spreadsheet with ALL of the required fields. *Please note that if a spreadsheet is submitted in the improper order, we will ask you to resubmit. Do not combine or delete any columns.* The document should be labeled as “(Name of RAP) High Schools” (ex: “Applause Awards High Schools”) and uploaded to the file request linked below.

UPLOAD LINK: [2025 Participating High School Lists](#)

- 2. Nominee Selection Score Sheet(s):** NHSMTA requires each RAP to submit an actual completed score sheet for your two Jimmy Awards Nominees (compiled or individual; uploaded all in one pdf) from the adjudicators of your local program, no matter what method has been used to select nominees. This information is required to verify that an adjudication process took place and that the two nominees were adjudicated by your program. Score sheets must be labeled as “(Name of RAP) Score Sheet” and uploaded as a PDF document to the file request linked below.

UPLOAD LINK: [2025 Nominee Selection Score Sheet\(s\)](#)

- 3. Three (3) Digital Images from your RAP Ceremony / Presentation:** At least three images (but no more than eight) are required and should be high-resolution jpg files = 8” x 10” at 300 DPI. Images must be labeled as “(Name of RAP) Image 1 (Photographer Credit);” “(Name of RAP) Image 2 (Photographer Credit);” “(Name of RAP) Image 3 (Photographer Credit)” and uploaded to the file request linked below.

UPLOAD LINK: [2025 RAP Ceremony Digital Images \(3 per RAP\)](#)

4. **Broadway League Sponsor Organization Marquee Image & Video:** Please provide an image and a video of your Broadway League Member sponsoring venue/organization including any signage with the venue name to be included in a montage of all 55 RAPs participating in the 2025 Jimmy Awards. Image and video must be labeled as “(Name of RAP) Marquee Image” and “(Name of RAP) Marquee Video” and uploaded to the Dropbox file request linked below. Examples of a RAP’s Venue Marquee Image & Video are linked below.

REFERENCE LINK: [Broadway League Sponsor Organization Marquee Image & Video Examples](#)

UPLOAD LINK: [Broadway League Sponsor Organization Marquee Image & Video](#)

ITEMS #5 – #7 WILL BE SUBMITTED THROUGH GOOGLE FORMS

Note: The Google Forms must each be completed in one sitting. You will not be able to save partial information, so please plan accordingly.

5. **Chaperone Approval/Travel Companion Selection Form: Due by March 14, 2025**

There are several options available to the NHSMTA RAPs managed directly by Broadway League Member organizations with respect to the chaperoning, travel, and supervision of the student Nominees. NHSMTA has designed a policy that first and foremost assures the safety of the students while also responding to the needs and capabilities of each RAP.

As of 2023, all RAP Chaperones must be employees of the Broadway League Member sponsoring organization. If a RAP is unable to send a Chaperone who is an employee of the Broadway League Member sponsoring organization, that RAP must utilize an NHSMTA Chaperone and pay the accompanying fee.

LINK: [CHAPERONE APPROVAL/TRAVEL COMPANION SELECTION FORM](#)

Fill out the form above to select one of the following options. Please note for Option 1, only one (1) chaperone per RAP is permitted for the duration of the Jimmy Awards week.

➤ **Option 1 – RAP Chaperone: Roles and Responsibilities**

A Chaperone’s primary responsibility is the welfare of all Nominees during the NHSMTA week. Each Chaperone will be expected to collaborate throughout the week with a group of Chaperones to oversee a “pod” of Nominees, comprised of the two (2) Nominees from the Chaperone’s RAP as well as Nominees from other Regional Awards Programs.

As of 2023, all RAP designated Chaperones must be approved in advance by the NHSTMA/Jimmy Awards. All Chaperones are required to:

1. Be at least 21 years of age by June 13, 2025.
2. Be employed currently by the Broadway League Member organization that sponsors the RAP they represent.
3. Pass a background check.
4. Complete any and all required training/education, including but not limited to Mandated Reporting of Abuse training.

5. Commit to chaperoning the entirety of Jimmys Week (June 13 - June 24, 2025) without interruption, except in cases of illness or personal emergency.
6. Remain fully apprised of all medical needs of the Nominee(s) throughout Jimmys Week, including prescription medication, special dietary needs, and any ongoing care needed as related to a known health condition.
7. Conduct nightly bed checks and floor checks as directed and remain in the Chaperone's assigned housing after such checks.
8. Collaborate throughout the week with a group of Chaperones to oversee a "pod" of Nominees, comprised of the two (2) Nominees from the Chaperone's RAP as well as Nominees from other Regional Awards Programs.
9. Comply with all instructions and/or directives given by NHSMTA/Jimmy Awards staff, including NHSMTA Chaperones/Pod Leaders.

Chaperones are not responsible for costume coordination, artistic input, or program administration, nor is there access to rehearsal or coaching sessions unless expressly invited by the NHSMTA ceremony director.

If you select **Option 1: RAP Chaperone**, you will be prompted to complete the RAP Chaperone Approval Form.

All information must be submitted digitally through the linked Google Form above. Please note that you must complete this form in one sitting. Reference Form A (pages 33 – 37) is provided for your reference.

➤ **Option 2 – NHSMTA Chaperone: Roles & Responsibilities**

In the event the RAP is not able to or does not wish to send a RAP Chaperone, the RAP may elect to use an NHSMTA chaperone. **SHOULD YOUR RAP SELECT THIS OPTION, A CHAPERONE FEE OF \$1,000.00 WILL BE INCURRED. Payment will be due 30 days from completion of the form.** Click [here](#) to download a fillable invoice for the NHSMTA Chaperone Fee. You will be prompted to upload your completed invoice via the [Google Form](#).

NHSMTA will:

- Provide pre-determined NHSMTA Chaperone engaged and vetted by NHSMTA who will be assigned to the RAP's Nominees for the duration of the program.
- The name and contact information of the NHSMTA Chaperone representative providing such services to the RAP student Nominees will be made available to the RAP and parents of each student Nominee and advance communication will be coordinated with all parties by NHSMTA.
- NHSMTA Chaperones must be at least 21 years of age by the program date in New York City (June 13 - June 24, 2025).
- NHSMTA Chaperones are subject to a background check.

If opting to use a NHSMTA Chaperone, you will select one of the following two travel options:

❖ **Option A – Travel Companion**

In the event the RAP wants to oversee the Nominees' travel to/from The Juilliard School in New York City, but elects not to send a RAP Chaperone, the RAP may send a "travel companion" to travel with the students (RAP Travel Companion). This person can be one of the Nominees' parents, friend, teacher, or other RAP designate.

- The RAP Travel Companion will be responsible for accompanying the Nominees to The Juilliard School on the first day (June 13, 2025) to sign them in and transfer responsibility to the NHSMTA.
- The RAP Travel Companion will not stay at the Juilliard dorms. At the end of the program (June 24, 2025), they will sign the Nominees out from The Juilliard School to accompany them home to the RAP.
- RAP Travel Companions must be at least 21 years of age by the program date in New York City (June 13 - June 24, 2025).

❖ Option B – Independent Student Travel

In the event your RAP determines that the students are capable of traveling without a RAP Travel Companion and the RAP does not wish to or is unable to send a RAP Chaperone, NHSMTA will provide a representative to meet the Nominees at the airport, bus, or train station and escort them to/from The Juilliard School at the beginning and end of the program. **The earliest pick-up time that can be accommodated by NHSMTA Staff on arrival day is 8:00am Eastern.**

6. Chaperone Personal Release/Waiver Form/Medical Information: Due by April 25, 2025

If you have elected to send a RAP Chaperone or RAP Travel Companion, you must complete the following form.

LINK: [RAP CHAPERONE/TRAVEL COMPANION PERSONAL RELEASE/WAIVER FORM](#)

All information must be submitted digitally through the linked Google Form above. Please note that you must complete this form in one sitting. Reference Form B (pages 38 – 41) is provided for your reference.

7. Nominee & Chaperone Travel Information Forms: Due by June 2, 2025

All RAPs regardless of Chaperone Selection must complete the following travel information forms for check-in coordination at The Juilliard School. **Note: the earliest pick-up time that can be accommodated by NHSMTA Staff is 8:00am on Friday, June 13, 2025.**

GOOGLE FORM LINK 1: [NOMINEE & CHAPERONE ARRIVAL INFORMATION FORM](#)

GOOGLE FORM LINK 2: [NOMINEE & CHAPERONE DEPARTURE INFORMATION FORM](#)

Any expenses incurred outside of the scheduled program dates, including but not limited to expenses due to travel disruption, will be the responsibility of the Regional Awards Program.

ITEMS #8 – #17 WILL BE SUBMITTED THROUGH ACCEPTD

TO USE [ACCEPTD](#):

Please visit <https://getacceptd.com/> to sign up and create an Acceptd account for your RAP. If you have an existing Acceptd account, you may continue to use the same account and log-in information for this year. The link to the Jimmy Awards Acceptd portal is <https://app.getacceptd.com/jimmyawards> and the application will open on April 1, 2025.

Please begin by selecting your Regional Awards Program name in the first drop-down menu on the left followed by either Best Actor or Best Actress in the second drop down menu (you will complete one application for each Nominee). The list of required materials to be submitted using the Acceptd portal will appear. Click the green “Apply” button that appears to begin. The files that should be uploaded to this portal, as well as how the files are to be labeled, are specified in the table on page 19 of this packet. The Jimmy Awards will cover all Acceptd registration fees.

*You do not need to wait until you have all required materials to begin uploading your items to the applications. However, you cannot submit the applications until you have fully completed all sections. **This means that we cannot see your Nominees’ information until you complete and submit the applications.***

Please note all materials must be submitted by the Regional Awards Program; any materials submitted by individual Nominees, teachers, or parents will not be accepted.

Here are a few helpful troubleshooting tips when uploading media to the Acceptd portal:

- We suggest using Google Chrome as your browser:
<https://www.google.com/intl/en/chrome/browser/>.
- Be sure not to navigate away from the page when you are uploading a file as this could cause the file to not fully upload.
- Once your media has uploaded, it will start processing. Once the processing has begun, you can navigate away from the screen.
- More tips on how to use Acceptd can be found [here](#).

If you experience any technical difficulties with uploading or submitting your materials, use the "Help" tab on the screen. You can access Acceptd Customer Support by calling 1 (888) 725-2122 or by email at support@getacceptd.com.

For Items 8, 9, 11, 16, and 17 you will find corresponding reference forms in the back of this packet.

- 8. Nominee Information & Medical Forms** (*Reference Form D* on pages 45 – 48): Please see the Nominee Information Forms for required responses. You may use these pages if it is useful in collecting this information from your Nominees, however, you will input each answer into individual fields in the Acceptd portal, rather than scanning and uploading the forms.
- 9. Nominee Participation Forms** (*Reference Form E* on pages 49 – 56): These include a Nominee Personal Release/Waiver Form, Nominee Code of Conduct, and a Parental Release Form. ALL EIGHT (8) pages must be filled out/signed, scanned, and uploaded as **one PDF document** to the Acceptd Portal. The file should be labeled as “(Nominee Last Name) (Nominee First Name) Participation Forms” (ex: “Reiner Rachel Participation Forms”).
- 10. Nominee Headshot:** Must be a high-resolution color jpg file (8” x 10” at 300 DPI). Headshots must be uploaded to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Headshot”.
- 11. Nominee Resume:** One (1) page. Please see *Reference Form F* on page 57 for required format. Resumes must be uploaded as a PDF document to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Resume.”

- 12. Nominee Essay:** One (1) page, double-spaced essay describing Nominee’s experience participating in theatre or performance this year. Essays must be uploaded as a PDF document to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Essay.”
- 13. Nominee Bio:** No more than 200 words, written in complete sentences in third person format. Bios must be uploaded as a PDF document to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Bio.”
- 14. Three (3) Nominee Qualifying Role Production Images:** Three (3) images highlighting the Nominee in their nominated performance of a Qualifying Role in their high school musical. Photos must be uploaded to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Image 1 (Photographer Credit);” “(Nominee Last Name) (Nominee First Name) Image 2 (Photographer Credit);” “(Nominee Last Name) (Nominee First Name) Image 3 (Photographer Credit).”
- 15. Nominee Topic Response Video:** The Nominee’s Topic Response Video is an opportunity for each Nominee to showcase their background, interests, and personality by responding to several questions in an interview style video. Please see the link below for the list of interview questions. The Nominee should answer all the questions, in complete sentences, and include the question in their answers (ex. The answer to the question “What is your name?” would be “My name is Erin Coffey.”). *Please note: Selections from Topic Response Videos may be used in the ceremony presentation or other Jimmy Awards channels. Please be sure interviewer does not speak over or overlap with Nominee responses.*

LINK: [Interview Questions](#)

Topic Response Video Filming Instructions and Tips:

- Set up cameras and lighting as demonstrated in the first video linked below. *Note that the video uses professional video camera and lighting equipment, but the same set-up will work with a good/new smartphone and a ring or clip light.*
- Recruit a family member or friend to ask the questions. The “interviewer” should be positioned just off camera, at lens level.
- The Nominee should make eye contact with the interviewer and deliver answers directly to them. It is best to avoid looking directly at the camera. Be sure to include a pause before and after the answers to ensure the interviewer does not overlap with the Nominee’s answers.
- Frame the shot so it is about chest up with a little room above the Nominee’s head. When in doubt, err on the side of a wider frame.
- External microphones are great if available (though not necessary), but they should not be held in the Nominee’s hand. Any microphone used should be either attached to the Nominee’s body (if a lavalier) or placed just out of frame.
- Record a test and play it back to make sure everything looks great.

LINK: [Camera & Lighting Setup Example](#)

LINK: [Interview Video Example](#)

LINK: [Framing Reference Photos Example](#)

LINK: [Topic Response Video Examples](#)

FILE NAME: Nominee’s Topic Response Video must be uploaded to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Topic Response Video.”

Please see Reference Form J on page 63 for additional video filming recommendations.

16. Music Submission Form: The music selection information below will be needed to complete your Accepted applications. You may use the Music Submission Form provided on pages 58 – 59 (*Reference Form G*) if it is useful in collecting this information from your Nominees, however you will input each answer into individual fields in the Accepted portal. A flowchart detailing how music selections are utilized throughout Jimmys Week is on page 28.

The Nominee will list a total of six (6) songs that fall under two (2) categories: two (2) Song Selections from Nominated Qualifying Role and four (4) Solo Song Selections. The Nominee must be off-book and prepared to sing all six (6) selections upon arrival in NYC.

➤ **SONG SELECTIONS FROM NOMINATED QUALIFYING ROLE** – The two (2) most prominent songs from the Nominee’s performance of the Qualifying Role for which they were nominated to potentially be performed if the Nominee is placed in the Character Group following the Preliminary Adjudication. If you do not know the key in which the song(s) was performed, sheet music will be provided to the Nominee in the original key. Please note:

- a. If the role only has one (1) solo selection in the show, only list one (1) song.
- b. Do not list a song from the musical that is not performed by the Nominee’s Qualifying Role.
- c. There is no guarantee either of these songs will be chosen to be performed if the Nominee is in the Character Group. Final song selection is at the discretion of the Music Director/Arranger.

➤ **SOLO SONG SELECTIONS** – The Nominee’s two (2) up-tempo and two (2) ballad musical theatre solo selections to prepare for individual work with the vocal coaches during the Jimmy Awards week should the Nominee be assigned to The Character Group following the Preliminary Adjudication. One (1) of these four (4) songs will be chosen in collaboration with the Nominee’s coach to be performed for the Minskoff Judges at the Final Adjudication on Sunday, June 22nd. If selected as one of the eight (8) Finalists, the Nominee will perform said song on the stage of the Minskoff Theatre in the second act of the ceremony.

Please ensure that the Nominee knows and is prepared to sing each of the four (4) Solo Song Selections submitted via the Music Submission Form. While the Nominee and their coach will ultimately choose one of these four songs during Jimmys Week, the Nominee must be familiar enough with the material upon arrival to sing each song for their coach in order to make the best determination for the Nominee.

Please provide the first choice up-tempo and ballad selections, in addition to a second choice/alternative as a back-up for each. Solo song selections must NOT be from the Nominee’s nominated qualifying musical. If you do not know the preferred key, sheet music will be provided in the original key.

The Jimmy Awards has compiled a Library of Approved Solo Song Selections that have already been vetted and edited by our music team for your reference and convenience. Should a Nominee wish to select a solo song that is NOT found in the below Library of Approved Solo Song Selections, you may still submit the song as a request for approval. Please see below for instructions.

➔ [**LIBRARY OF APPROVED SOLO SONG SELECTIONS**](#)

Solo Song Requests

If submitting a song NOT in the provided library, please indicate so by checking the appropriate box underneath the song title field on the Music Submission Form. Please note:

- All solo songs requested must be from a show on the Qualifying Shows List.
- All solo songs requested must **ALSO** be from a Broadway production. Please note that there are many shows on the Qualifying Shows List that are *not* Broadway productions.
- **DO NOT** submit solo song requests from shows that are not on the Qualifying Shows List, songs from Off-Broadway shows (even if the show is on the Qualifying Shows List and/or has been performed by a Finalist in the past), or songs from shows that opened on Broadway this season and/or do not have published sheet music.

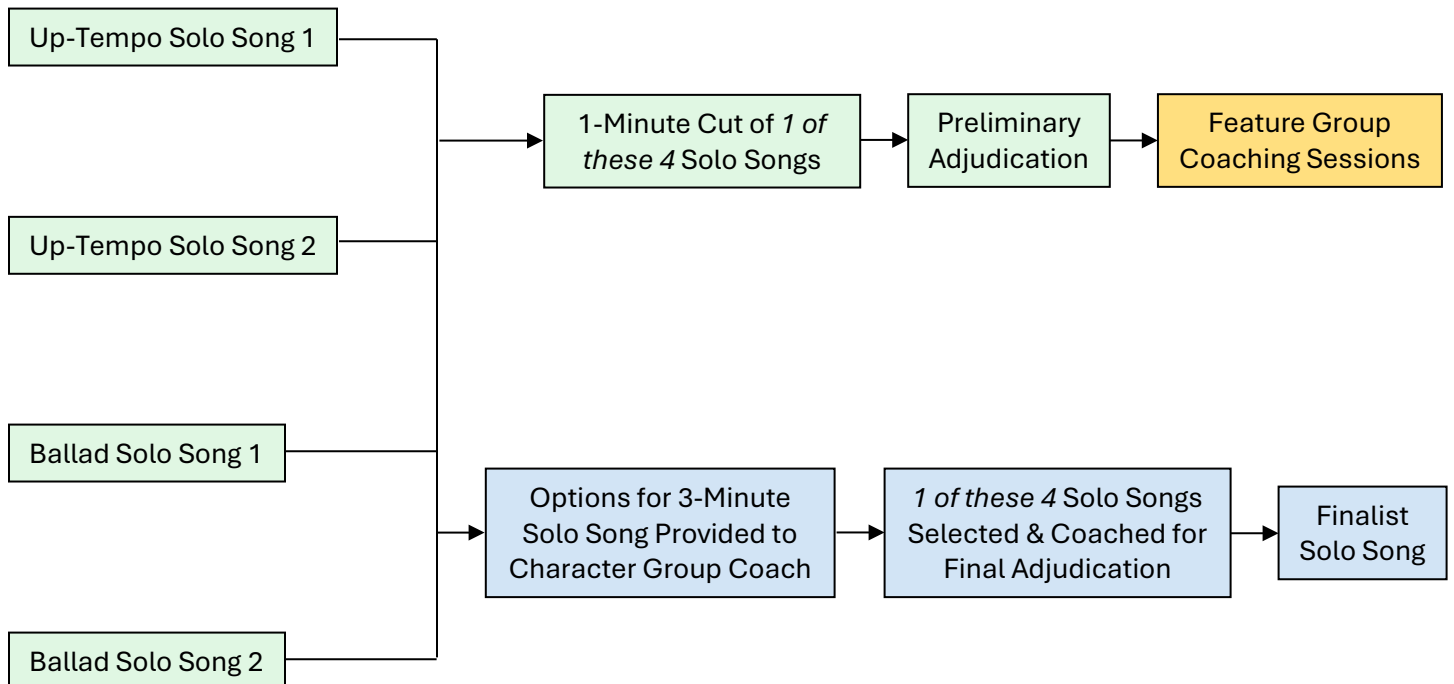
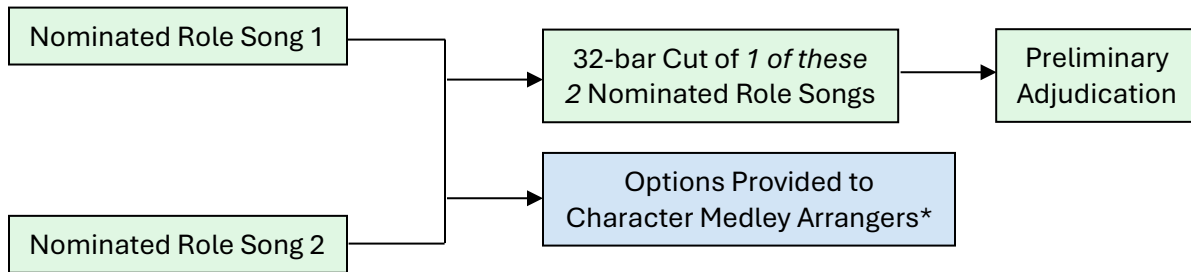
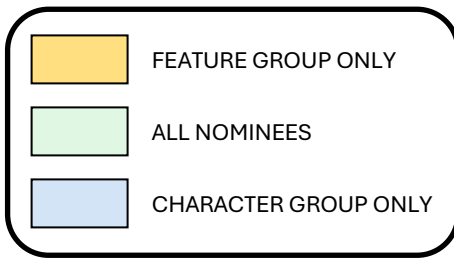
Please do not assume that your solo song request is approved until you receive a definitive answer via music@jimmyawards.com. If a request is approved, an up to three-minute cut of the music will be uploaded to the Library and provided to the Nominee for use during the Jimmy Awards program if the Nominee is assigned to the Character Group following the Preliminary Adjudication. If the requested solo song will be used for the Preliminary Adjudication, the Nominee will still be responsible for bringing two (2) copies of their own sheet music with a clearly marked one-minute cut. If you are submitting a solo song request but do not yet have the rest of your materials ready for submission on Acceptd, please email a PDF copy of the completed Music Submission Form with the solo song request to music@jimmyawards.com so that we can expedite the request. If the solo song request is NOT approved for any reason, the Nominee will submit another song choice in its place.

Whether Nominees select songs from the existing library or submit solo song requests, no more than four (4) Nominees may select the same solo song as their first choice. If more than four Nominees have selected the same solo song as their first choice for either their up-tempo or ballad, there will be a lottery to determine which four Nominees will work on that specific song with coaches during Jimmy Awards Week. Final music determinations will be made by June 10, 2025.

- **PRELIMINARY AUDITION SONG SELECTIONS** – A 32-bar cut of a song from the Qualifying Role for which they were nominated and a one-minute cut of a Solo Song, both of the Nominee's choice. To indicate which songs the Nominee will sing in the Preliminary Audition, please check the appropriate boxes on the Music Submission Form. Nominees will be required to bring two (2) copies of their sheet music for their Preliminary Audition Song Selections with cuts clearly marked for their Preliminary Coach and Rehearsal Pianist.

The Jimmy Awards will host a Zoom call on Wednesday, June 4, 2025, at 7:00pm Eastern for all Nominees and RAP Managers during which the requirements and expectations around Solo Song Selection will be reviewed. Please join us at the appointed time by clicking [here](#). (Meeting ID: 895 4284 4351, Passcode: 012883)

MUSIC SELECTIONS FLOWCHART



*While these song options are provided to the Character Medley Arrangers, the Medley Arranger, Music Supervisor, & Ceremony Director make all music selection determinations and may choose to feature a different song from a Nominee's Nominated Role.

17. Nominee Wardrobe Information Form: Each Nominee is required to bring three (3) formal outfits to NYC as outlined below. While it is not required, Nominees may choose to bring the costume they wore in their performance of their Nominated Role. The Jimmy Awards may provide some or all of a Nominee's costume pieces for the ceremony.

Each Nominee must submit measurements and **videos of all wardrobe pieces they plan to bring to NYC** (see description below). Please see the Nominee Wardrobe Information Form provided on pages 60 – 61 (*Reference Form H*) for required responses. You may use these pages if it is useful in collecting this information from your Nominees, however, you will input each answer into individual fields in the Accepted portal, rather than scanning and uploading the forms.

Nominees must be prepared to turn in the following wardrobe elements to the Jimmy Awards Costume Coordinator immediately following their Preliminary Audition on Monday, June 16th. Nominees will not be permitted to access these items throughout the week.

Example pictures of the garment options detailed below are on page 61. A flow chart for how these items may be used is on page 31. When packing their formal outfits, please remind Nominees that they must be able to move easily while wearing them. They may be dancing, bending over, and squatting in these outfits, and they will need to be comfortable, as well as appropriately covered and supported. For lighting purposes, please also avoid shiny/shimmery fabrics.

REQUIRED COSTUME 1 – Solo Outfit: Black formal outfit(s) to be worn for Preliminary Adjudication and possibly on stage for the Opening Number, Closing Number, Feature Number, or Finalist Solo during the ceremony. Garment parameters and options include:

- Fabrics should be solid colors (no patterns) and matte or dull finish (not shiny or shimmery)
- Black suit, black dress pants, or black dress skirt with:
 - 2 contrasting, collared, button-down dress shirts OR blouses – one white and one vibrantly colored (solid colors only, please)
 - (Optional) Tie, standard tie or bow tie – solid black
 - (Optional) Vest, suspenders, or suit jacket – solid black
- Knee-length black dress
 - **No mini-skirts or mid-thigh length dresses**
 - Wrap style tops must be secured or sewn closed
 - (Optional) Black spansks or trunks
- Dressy black jumpsuit
- Shoes & Accessories
 - Black dress shoes of choice (character shoes, heels, dress shoes, etc.)
 - Black socks, if applicable to shoe choice
 - (Optional) 2 – 3 inch black character shoes, link to options [HERE](#)
 - (Optional) Skin tone tights – link to options [HERE](#)

REQUIRED COSTUME 2 – Warm Color Outfit: Solid red, orange, yellow, or pink formal outfit(s) to possibly be worn on stage for the Opening Number, Closing Number, Feature Number, or Finalist Solo during the ceremony. Garment parameters and options include:

- Fabrics should be solid colors (no patterns) and matte or dull finish (not shiny or shimmery)
- Black suit, dress pants, or dress skirt with a red, orange, yellow, or pink collared, button-down dress shirt OR blouse

- Knee-length dress in solid red, orange, yellow, or pink
 - **No mini-skirts or mid-thigh length dresses**
 - Wrap style tops must be secured or sewn closed
 - (Optional) Black spanks or trunks
- Dressy jumpsuit in solid red, orange, yellow, or pink
- Shoes & Accessories
 - Red, orange, yellow, or pink accessory such as a suit jacket, belt, vest, tie, suspenders, etc.
 - 2 – 3 inch skin tone character shoes, link to options [HERE](#) and [HERE](#)

REQUIRED COSTUME 3 – Cool Color Outfit: Solid purple, blue, or green formal outfit(s) to possibly be worn on stage for the Opening Number, Closing Number, Feature Number, or Finalist Solo during the ceremony. Garment parameters and options include:

- Fabrics should be solid colors (no patterns) and matte or dull finish (not shiny or shimmery)
- Black suit, dress pants, or dress skirt with a purple, blue, or green collared, button-down dress shirt OR blouse
- Knee-length dress in solid purple, blue, or green
 - **No mini-skirts or mid-thigh length dresses**
 - Wrap style tops must be secured or sewn closed
 - (Optional) Black spanks or trunks
- Dressy jumpsuit in solid purple, blue, or green
- Shoes & Accessories
 - Purple, blue, or green accessory such as a suit jacket, belt, vest, tie, suspenders, etc.
 - 2 – 3 inch skin tone character shoes, link to options [HERE](#) and [HERE](#)

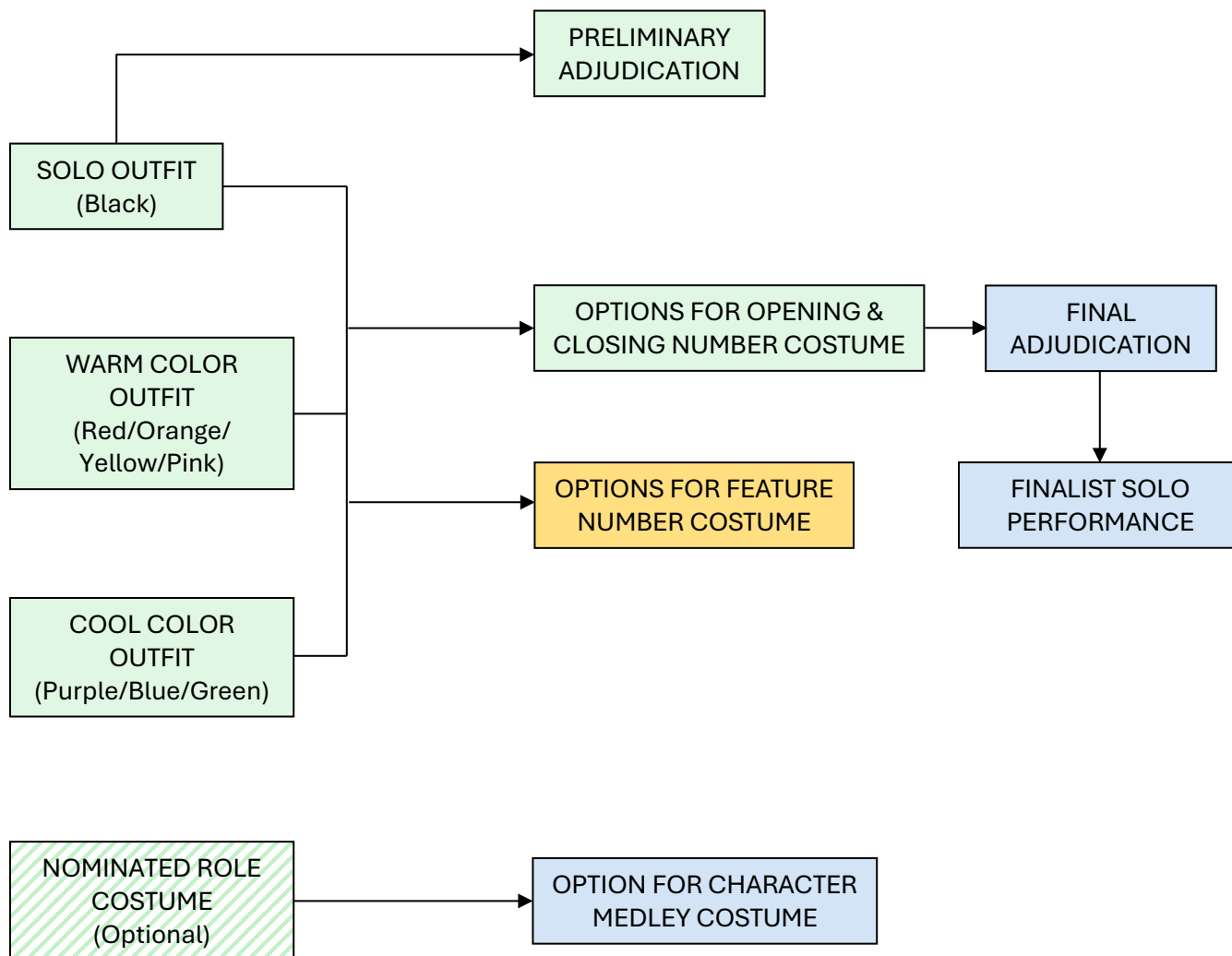
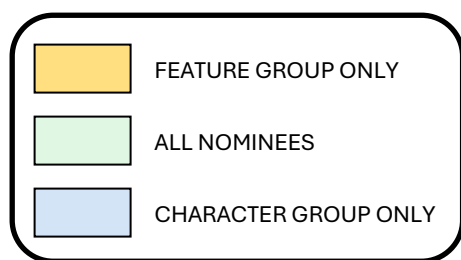
360° Videos must be uploaded to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Solo Outfit Video,” “(Nominee Last Name) (Nominee First Name) Warm Color Outfit Video,” “(Nominee Last Name) (Nominee First Name) Cool Color Outfit Video.”

OPTIONAL COSTUME 4 – Nominated Role Costume: *Please read carefully. This costume element is not required.* If the Nominee is assigned to The Character Group, they will be costumed according to the Qualifying Role for which they were nominated. If they have easy, unrestricted access (i.e. they can wear it without any additional purchases or rental fees and with permission from the owner and/or designer) to the costume or elements of the costume they wore in their Qualifying Show production *and those elements are easily packed within their other luggage*, they should bring them! **Shipping of any kind is not permitted and will be automatically returned to sender.** If they do not have easy, unrestricted access to their costume or it cannot fit within their other luggage, they should not bring their Nominated Role Costume. If assigned to The Character Group, they will be provided costume pieces selected by the Jimmy Awards Costume Coordinator.

The Costume Coordinator, Ceremony Director, and Ceremony Choreographer make all costume determinations. Regardless of whether the Nominee brings costume elements to NYC and regardless of which costume elements they bring, the Costume Coordinator may provide them with costume pieces to supplement and/or replace items they bring. **Whether they bring this costume element with them to NYC will have no bearing on their Nominee Performance Group assignment.**

If they decide to bring this costume, a 360° Video must be uploaded to the Acceptd Portal and labeled as “(Nominee Last Name) (Nominee First Name) Nominated Role Costume.”

WARDROBE & COSTUMES FLOWCHART



IMPORTANT NOTE:

The Costume Coordinator, Ceremony Director, and Ceremony Choreographer make all costume determinations. Regardless of which costume elements you bring with you to New York City, the Costume Coordinator may provide you with costume pieces to supplement and/or replace items you bring.

Participation Packet

SECTION III:

Reference Forms

RAP CHAPERONE APPROVAL FORM

RAP Chaperone Candidate Information

Candidate Name: _____

Candidate Email Address: _____

Please note that this email address will be used for official communications, including the required background check. Approved candidates will receive an email prompting them to provide specific information to a third-party providing background check services to the NHSMTA/Jimmy Awards.

Relationship to Regional Awards Program: _____

Job Title at Broadway League Member Sponsoring Organization: _____

Duration of Employment at Broadway League Member Sponsoring Organization: _____

Confirmation of Minimum Age Requirement:

☐ I confirm that I will be at least 21 years of age on June 13, 2025.

Candidate Birthday: _____

Responding to this question is optional and need not include year of birth. Information collected for celebratory purposes only.

Candidate Gender

Please select all that apply and note that this information is used for Pod and housing assignments only. Completion of the following question will not affect candidate's consideration. Chaperones shall not be given or denied work assignments based on the gender of the candidate.

During Jimmys Week in New York City, Chaperones may be assigned to single rooms within a same-gender suite housing Nominees in double rooms. Gender nonconforming and transgender Nominees will be assigned housing accommodations consistent with their award categories (Best Actress or Best Actor), unless they elect to opt into gender-neutral living suites. Any students living in gender-free/gender-neutral suites will be able to self-select into those spaces to ensure a safe and comfortable environment.

_____ Male

_____ Non-binary

_____ Female

_____ Gender Nonconforming

_____ Transgender Male

_____ Decline to Answer

_____ Transgender Female

_____ Other: _____

Candidate Pronouns: _____

Please note that this information is used for nametags only. Completion of the following question will not affect candidate's consideration. Chaperones shall not be given or denied work assignments based on the gender identification or expression of the candidate.

Do you want your pronouns to be listed on your nametag?

☐ Yes

☐ No

Reference Form A – RAP Chaperone Approval Form (2 of 5)

Candidate Photo/Headshot

Please note that this photo will be used for security purposes only. Photos should represent the candidate's current appearance and show their face clearly.

Upload your photo where indicated.

☐ I confirm that I have uploaded a current photo to the link above.

T-Shirt Size (circle one): XS S M L XL XXL Other: _____

Has the candidate served as a RAP Chaperone in the past? ☐ Yes ☐ No

If you answered "yes" to the question above, for which year(s) did the candidate serve as a RAP Chaperone?

Select all that apply.

- | | |
|-------------------------------|-------------------------------|
| <input type="checkbox"/> 2009 | <input type="checkbox"/> 2016 |
| <input type="checkbox"/> 2010 | <input type="checkbox"/> 2017 |
| <input type="checkbox"/> 2011 | <input type="checkbox"/> 2018 |
| <input type="checkbox"/> 2012 | <input type="checkbox"/> 2019 |
| <input type="checkbox"/> 2013 | <input type="checkbox"/> 2022 |
| <input type="checkbox"/> 2014 | <input type="checkbox"/> 2023 |
| <input type="checkbox"/> 2015 | <input type="checkbox"/> 2024 |

Please describe the candidate's relevant work experience that prepares them to supervise student Nominees in NYC during Jimmys Week.

Reference Form A – RAP Chaperone Approval Form (3 of 5)

Chaperone Code of Conduct

The National High School Musical Theatre Awards® is a national celebration of outstanding student achievement in high school musical theatre. This program recognizes individual artistry in vocal, dance, and acting performance, as well as honors teachers and their schools' commitment to excellence in performing arts education. In keeping with the mission of the organization, Chaperones understand and acknowledge that they must maintain the highest moral and ethical character and at all times show respect and fairness during all Jimmy Awards® programs.

As many colleges and universities are hosting a growing number of programs for high school age students, The Juilliard School, among others, has put in place tools to assist adults supervising the high school students with an understanding of some general policies and rules related to Mandated Reporting of Abuse. All Chaperones will be required to complete a free, online training program to build your understanding of the definition of abuse in this setting and your legal obligation to report it, as well as the pathways to do so. This information will be provided in a separate communication.

A Chaperone's primary responsibility is the welfare of all Nominees during the NHSMTA® week. Each Chaperone will be expected to collaborate throughout the week with a group of Chaperones to oversee a "pod" of Nominees, comprised of the two (2) Nominees from the Chaperone's RAP as well as Nominees from other Regional Awards Programs.

The responsibilities of a Chaperone include:

- Attending Chaperone Information Sessions and advance pod meetings over Zoom, schedule allowing.
- Caring for the health and safety of the Nominee(s) at all times. Chaperones are required to remain fully apprised of all medical needs of the Nominee(s), including prescription medication, special dietary needs, and any ongoing care needed as relates to a known health condition.
- Escorting the Nominee(s) safely to and from rehearsals and official program activities and making sure Nominee(s) are where they are required to be, such as at the proper rehearsal, coaching session, or meal.
- Conducting nightly bed checks and floor checks as directed and remain in the Chaperone's assigned housing after such checks.
- Providing moral support to Nominees during the program and helping manage evening rest (ensuring Nominees are in their rooms and getting rest appropriate to participate fully in program activities).
- Communicating with the Nominees' parent(s) and/or Legal Guardian(s) regularly during the program week.
- Collaborating throughout the week with a group of Chaperones to oversee a "pod" of Nominees, comprised of the two (2) Nominees from the Chaperone's RAP as well as Nominees from other Regional Awards Programs.
- Complying with all instructions and/or directives given by NHSMTA/Jimmy Awards staff, including NHSMTA Chaperones/Pod Leaders.

Chaperones must be at least 21 years of age by the first day of the program in New York City (Friday, June 13, 2025).

There will be a chaperone meeting to review expectations during the Nominees' first rehearsal on Saturday, June 14th. **Please note that The Juilliard School has a one-strike policy for Code of Conduct violations.**

Reference Form A – RAP Chaperone Approval Form (4 of 5)

Consequences for Code of Conduct violations by RAP Chaperones include:

- Any and all RAP Chaperone incidents will be documented by the NHSMTA and shared with the RAP's Broadway League Member sponsoring organization.
- RAP Chaperones will receive a verbal warning and/or redirection for the first minor infraction.
- RAP Chaperones will be informed they are ineligible to return the following year if there is a second minor infraction.
- A third minor infraction will result in dismissal from the program.
- *Any RAP Chaperone who commits an egregious violation of the Code of Conduct (i.e. putting or allowing a student Nominee to be in a potentially unsafe or dangerous situation) will be dismissed from the program immediately.*

Chaperones are not responsible for costuming input, artistic input, or program administration. Nor is there access to rehearsal or coaching sessions unless expressly invited by the Jimmy Awards Director, Van Kaplan.

By signing my name below, I agree to adhere to the Chaperone Code of Conduct if approved for the 2025 Jimmy Awards. I understand that consequences for Code of Conduct violations may include discipline, up to and including dismissal from the program. I also acknowledge that, if a RAP Chaperone is dismissed from the program for any reason, they may not return in future years.

Confirmation & Signatures

Chaperone Candidate:

By signing my name below, I affirm that all information in this form is true. I understand that, if approved as a RAP Chaperone, my conduct will be evaluated by the NHSMTA/Jimmy Awards staff, and if I do not comply with all expectations, I may be subject to removal from the program at the expense of the Broadway League Member sponsoring organization I represent. I also understand that I will be subject to a background check, and I agree to provide the necessary information in order to complete said background check.

Regional Awards Program Manager:

By signing my name below, I affirm that I have read and approved all information submitted via this form. I understand that, if approved as a RAP Chaperone, this candidate's conduct will be evaluated by the NHSMTA/Jimmy Awards staff, and if the RAP Chaperone does not comply with all expectations, they may be subject to removal from the program at the expense of the Broadway League Member sponsoring organization they represent. I acknowledge that if the RAP Chaperone is dismissed from their duties, the Broadway League Member sponsoring organization will also assume fiscal responsibility for the cost of a replacement NHSMTA Chaperone.

Reference Form A – RAP Chaperone Approval Form (5 of 5)

Broadway League Member:

By signing my name below, I affirm that I have read and approved all information submitted via this form. I understand that, if approved as a RAP Chaperone, this candidate's conduct will be evaluated by the NHSMTA/Jimmy Awards staff, and if the RAP Chaperone does not comply with all expectations, they may be subject to removal from the program at the expense of the Broadway League Member sponsoring organization they represent. I acknowledge that if the RAP Chaperone is dismissed from their duties, the Broadway League Member sponsoring organization will also assume fiscal responsibility for the cost of a replacement NHSMTA Chaperone.

2025 JIMMY AWARDS® / NATIONAL HIGH SCHOOL MUSICAL THEATRE AWARDS®

CHAPERONE PERSONAL RELEASE / WAIVER FORM

In full and complete consideration of The Broadway League Foundation on behalf of the National High School Musical Theatre Awards (“NHSMTA®”) (collectively, “Producer”) considering me as a potential chaperone in the live stage event on or about June 23, 2025 and likely to be entitled “The 2025 Jimmy Awards / National High School Musical Theatre Awards,” including, but not limited to the classroom, workshop, competition, interview, audition, selection, travel, housing activities and processes in connection therewith as detailed in the 2025 Participation Packet and related materials (the “Program”), which may be recorded and broadcast either digitally on television (including live-stream and live broadcast) without any further consideration due from Producer or any third party to me, and with the understanding that Producer, in its sole discretion may choose whether or not to include me in the Program, or any broadcast or live-stream of the Program, if any, I hereby agree as follows:

I grant to Producer and its successors, licensees and assigns, the irrevocable right, but not the obligation, with or without my knowledge, to film, tape and/or photograph, record, exhibit, edit, live-stream, broadcast, present, retain and otherwise use my appearance, performance, activities, name, likeness, voice, singing voice, conversation, sounds, and biographical data on or in connection with the Program in any manner in Producer’s sole election and discretion, which use shall not entitle me to receive any compensation (monetary or otherwise) whatsoever. I agree that Producer is the sole owner of all results and proceeds of such film, tape, photography, live-stream, broadcast and/or recording and my appearance, performance, picture or likeness thereon as a “work made for hire,” with the right for Producer and its successors, assigns, and licensees, forever and throughout the universe, to use the same and any portion thereof in any and all manner or media, whether now known or hereafter devised, including without limitation, motion pictures, television, live stage, live-stream, mobile, analog, digital devices, computer-assisted media, and/or publishing, and in connection with the advertising, sale, promotion, marketing, merchandising, distribution, publicizing, and all other types of exploitation of the Program or any part thereof, or in any manner whatsoever. Producer shall also have the unrestricted and unilateral right to edit the content and text of the Program and my appearance or performance therein in any manner or form.

In the event I perform or display any original material on the Program written or otherwise controlled by me (for example, music, choreography, photography, lyrics, clothing, etc., collectively called the “Material”), I hereby grant to Producer without charge or further permission due, the rights necessary to perform and/or display the Material on the Program and the rights required to exploit the Program and the ancillary rights therein, inclusive of the Material, in any and all media now known or hereafter devised, and for any other purpose throughout the universe in perpetuity.

I agree to follow all of Producer’s rules, directions, codes of conduct and behavior, and instructions in all matters relating to the Program, which rules are subject to change at Producer’s sole discretion. I will accept any and all decisions of Producer on discretionary matters (including but not limited to the audition process and contestant selection) as final and acknowledge that the interests of the Program shall override those of any participant. I agree that my selection as a chaperone for the Program is within Producer’s sole discretion and that Producer is not obligated to select me as a participant in the Program. In addition, I understand that Producer’s selection decision is not appealable. I acknowledge that Producer reserves the right, exercisable at any time in its sole discretion to disqualify me from the Program should I at any stage supply untruthful, inaccurate, or misleading personal

Reference Form B – Chaperone Release Forms (2 of 4)

information, fail to abide by the rules, directions, codes of conducts and behavior or regulations of the Program, or for any other reason or for no reason at all. If I am selected to participate in the program, I agree that Producer is not obligated to facilitate or broadcast my appearance on the Program and may, in its sole discretion, terminate me from the Program at any time.

I recognize that Producer is relying on my representations herein and that a breach by me hereunder would cause Producer irrevocable injury and damage that cannot be reasonably or adequately compensated by damages in an action at law; and, therefore, I hereby expressly agree that Producer shall be entitled to injunctive and other equitable relief to prevent and/or cure any breach or threatened breach of this Release by me.

I understand that I may reveal information about me in connection with the Program that is of a personal, private, embarrassing, or unfavorable nature, which information may be factual and/or fictional. I further understand that my appearance, depiction, and/or portrayal in the Program as edited by Producer in its sole discretion may be of an unfavorable nature, which may expose me to public disapproval and/or injure my reputation.

I hereby release, discharge, and hold harmless The Broadway League and The Broadway League Foundation, Inc., and its successors, licensors, partners, affiliates, and assigns, including but not limited to The Juilliard School, Pittsburgh CLO, The Nederlander Organization and Nederlander Alliances LLC, ShowTown Theatricals, and their respective assignees, licensees, agents, and affiliates, advertising agencies, sponsors, and any and all others connected with the Program, and each of their related parent companies, subsidiaries, and/or affiliated companies, and the officers, directors, trustees, employees, agents, and representatives of each of the foregoing (collectively, the “Released Parties”), from any and all liability or claims arising out of or in any way resulting from my participation in the Program (and including without limitation my travel, housing, and activities in connection therewith and my qualification or lack thereof for any prizes that may or may not be awarded to me) and the use or reuse of my appearance, performance, name, voice, singing voice, likeness, recorded activities and/or biographical information and I agree not to make any claim (as allowable by law) against Producer or the Released Parties as a result of my participation in the Program and in connection with any use or reuse of my appearance, name, voice, singing voice, performance, conversation, likeness, recorded activities, and/or biographical information (including, without limitation, any claim based upon defamation or invasion of privacy and/or violation of rights of publicity or “moral rights”). In addition, I agree to indemnify Producer and the other Released Parties and to hold each of them harmless from any and all liability, claim, action, damage, expense (including reasonable attorneys’ fees), and loss of any kind caused by or arising out of any statement, representation, action or failure to act by me during or in connection with my participation in the Program. In no event shall I have any right to injunctive or other equitable relief against any of the Released Parties in connection with the Program.

I acknowledge that there is a possibility that after my execution of this Release/Waiver Form (“Release”), I will discover facts or incur or suffer claims which were unknown or unsuspected at the time this Release was executed and which, if known by me at that time, may have materially affected my decision to execute this Release. I acknowledge and agree that by reason of this Release, I am assuming any risk of such unknown facts and such unknown and unsuspected claims, and I knowingly and voluntarily waive the provisions of any statute, law, or rule of similar effect which might void a general release from unknown claims or information at the time the release is executed.

Reference Form B – Chaperone Release Forms (3 of 4)

I affirm that neither I nor anyone acting for me gave or agreed to give anything of value to any member of the production staff, anyone associated in any manner with Producer, for Producer's undertakings hereunder. I understand that Producer's policy prohibits such payments, and I further understand that it is a violation of law, unless disclosed to Producer prior to broadcast, for any such arrangement or my acceptance or agreement to accept anything of value to promote any product, service, or venture. I am also aware that it is an offense to use any prepared material containing such a promotion where I know that writer received consideration for it and fail to disclose this to Producer. I shall notify Producer immediately if any person attempts to induce me to violate the foregoing or to do anything dishonest.

As a Chaperone for NHSMATA[®] I will be working with children under the age of 18 and therefore agree to provide the appropriate information, including my social security number, so that NHSMATA, and/or its affiliates, in accordance with Federal and local state laws, may perform a background check on me.

I warrant that I have the full, complete, and unrestricted right and authority to enter into this Release.

I agree and understand that this Release shall be deemed entered into in New York, New York, and that it shall be governed by and interpreted under the laws of New York and by the courts of New York County. I agree not to disclose or discuss events related to the Program or authorize any third party to do the same, without the prior written and explicit approval of Producer. I shall not directly or indirectly issue or permit the issuance of any publicity whatsoever with respect to the Program or my appearance in connection therewith. I shall not use the name of the Program in any way at any time without Producer's prior written and explicit approval in each instance.

If any provision of this Agreement is held illegal or unenforceable in a judicial proceeding, such provision shall be severed and shall be inoperative, and the remainder of this Agreement shall remain operative and binding on the Released Parties.

RAP Chaperone/Travel Companion Signature: _____

Relationship to Nominees: _____

Home Address: _____

Phone Number: _____

Email Address: _____

Regional Awards Program (RAP) Name: _____

RAP City/State: _____

Sponsoring Broadway League Member Organization/Venue: _____

CHAPERONE MEDICAL INFORMATION

Insurance Company Name: _____

Member ID: _____

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Please list any physical injuries, medical restrictions or allergies, and/or chronic health problems that would affect Jimmy Awards activities (e.g. asthma, epilepsy, knee injury, hay fever, etc.):

Please list any medications that may cause adverse side effects or any other information we should be aware of:

Please list any food allergies or dietary considerations (e.g. vegetarian, gluten free):

STUDENT REPORTER SUBMISSION FORM

Regional Awards Program (RAP) Name: _____

RAP City/State: _____

RAP Contact Name: _____

RAP Contact Email: _____

Applicant Full Name: _____

Applicant School: _____ 2024-25 Grade Level: _____

Applicant Email Address: _____

Completion of the following two (2) questions will not affect candidate’s consideration. Candidates shall not be given or denied opportunities based on the race or ethnicity or gender of the candidate.

Race/Ethnicity – Please check one of the descriptions below corresponding to the ethnic group with which you identify. The definitions for each category below are based on guidance from the federal government.

☐ **Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

☐ **White (Not Hispanic or Latino):** A person having origins in any of the original peoples of Europe.

☐ **MENA (Not Hispanic or Latino):** A person having origins in any of the original peoples of the Middle East or North Africa.

☐ **Black or African American (Not Hispanic or Latino):** A person having origins in any of the black racial groups of Africa.

☐ **Native Hawaiian or Pacific Islander (Not Hispanic or Latino):** A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.

☐ **Asian (Not Hispanic or Latino):** A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

☐ **Native American or Alaska Native (Not Hispanic or Latino):** A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

☐ **Two or more races:** All persons who identify with more than one of the above five races.

☐ **I do not wish to disclose.**

Reference Form C – “Student Reporter Submission Form” (2 of 3)

Gender – Candidate voluntarily identifies as (select all that apply):

<input type="checkbox"/> Male	<input type="checkbox"/> Non-binary
<input type="checkbox"/> Female	<input type="checkbox"/> Gender nonconforming
<input type="checkbox"/> Transgender Male	<input type="checkbox"/> Other (please specify): _____
<input type="checkbox"/> Transgender Female	<input type="checkbox"/> Decline to answer

Parent or Legal Guardian Full Name: _____

Parent or Legal Guardian Email Address: _____

Parent or Legal Guardian Phone Number: _____

In the section below, you may list relevant social media accounts (Optional).

These profiles can be:

Personal social media accounts belonging to the applicant.

(AND/OR)

Accounts run primarily by the applicant on behalf of a club, organization, job, etc. When choosing this option, please include the relationship between the applicant and the organization. Examples:

- @EHSThespianClubTikTok - Secretary
- @LocalCoffeeShopIG - Barista/Social Media Manager
- @EHS_Soccer - Co-captain

X (Twitter) Handle(s): _____

Instagram Handle(s): _____

TikTok Username(s): _____

YouTube Channel(s): _____

Other Social Channel(s): _____

Video Submission: *Please submit your applicant’s video where indicated.*

Sample Social Media Caption to Accompany Applicant’s Video:

Reference Form C – “Student Reporter Submission Form” (3 of 3)

Applicant’s Response to the Prompt:

Tell us in your own words why you should be selected as one of the Students Reporters for the 2025 Jimmy Awards.

Confirmation:

_____ I confirm applicant is not competing to be selected as a nominee for The Jimmy Awards.

_____ I confirm applicant is available Saturday, June 21 – Tuesday, June 24 to travel to NYC and participate in The Jimmy Awards.

_____ I confirm applicant’s video submission includes at least one unedited segment of at least 20 seconds in length with the applicant speaking directly to camera.

_____ I confirm applicant’s video submission does not include any performance footage.

_____ I confirm any music used in applicant’s video is royalty-free.

_____ I confirm applicant’s video submission meets the requirements for Instagram video with an aspect ratio between 1.91:1 and 9:16 and minimum resolution of 720 pixels.

Reference Form D – “Nominee Information & Medical Form” (1 of 4)

NOMINEE INFORMATION

Nominee Full Name: _____
First Name (Middle Name/Initial Optional) Last Name

Nominee Name for Playbill/Website/Press: _____
First Name (Middle Name/Initial Optional) Last Name

Nominee Name for Rehearsal Nametag: _____

Nominee Pronouns: _____

Do you want your pronouns to be listed on your nametag? ☐ Yes ☐ No

T-Shirt Size (circle one): XS S M L XL XXL Other: _____

Home Address: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____ Birthdate: _____

Parent or Legal Guardian Name: _____

Parent or Legal Guardian Phone Number: _____

Parent or Legal Guardian Email Address: _____

High School that Produced Qualifying Show: _____ 2024-2025 Grade Level: _____

School Address: _____

Qualifying Show Title (exactly as licensed): _____

Qualifying Role (exactly as licensed): _____

Teacher Name: _____ Teacher Phone Number: _____

Teacher Email Address: _____

Nominee Instagram Handle (if applicable): _____

Nominee TikTok Username (if applicable): _____

Voice Part in Choral Setting (please circle all that apply):

Soprano 1 Soprano 2 Alto 1 Alto 2 Tenor 1 Tenor 2 Bass 1 Bass 2

Reference Form D – “Nominee Information & Medical Form” (2 of 4)

Top comfortable note in vocal range: _____ Bottom comfortable note in vocal range: _____

How high can you belt or use full voice without strain? _____

Would you be comfortable being interviewed in another language? If so, what language? _____

Who is your Broadway idol? _____

Please list any “firsts” you will experience in NYC (first airplane travel, NYC visit, Broadway show, etc.):

Please list two fun facts about yourself (unique hobby, special skills, etc.):

1. _____

2. _____

Completion of the following two (2) questions will not affect nominee’s consideration. Nominees shall not be given or denied roles based on the race or ethnicity or gender of the nominee.

Race/Ethnicity – Please check one of the descriptions below corresponding to the ethnic group with which you identify. The definitions for each category below are based on guidance from the federal government.

___ Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

___ White (Not Hispanic or Latino): A person having origins in any of the original peoples of Europe.

___ MENA (Not Hispanic or Latino): A person having origins in any of the original peoples of the Middle East or North Africa.

___ Black or African American (Not Hispanic or Latino): A person having origins in any of the black racial groups of Africa.

___ Native Hawaiian or Pacific Islander (Not Hispanic or Latino): A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.

___ Asian (Not Hispanic or Latino): A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

___ Native American or Alaska Native (Not Hispanic or Latino): A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

___ Two or more races: All persons who identify with more than one of the above five races.

___ I do not wish to disclose.

Reference Form D – “Nominee Information & Medical Form” (3 of 4)

Housing – During Jimmys Week in New York City, nominees will share dorm rooms on the campus of The Juilliard School. Nominees will be assigned one (1) roommate of the same gender, based on the self-identification information provided below, with whom they will share a double room. Gender nonconforming and transgender nominees will be assigned housing accommodations consistent with their award categories (Best Actress or Best Actor) unless they elect to opt into gender-neutral housing, which consists of a single room within a gendered suite. Any students living in gender-free/gender-neutral housing will be able to self-select into those spaces to ensure a safe and comfortable environment. If there are any specific circumstances that you would like to discuss in order to determine the best housing options for you, we encourage you to contact us directly.

Nominee voluntarily identifies as (select all that apply):

- | | |
|---------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Male | <input type="checkbox"/> Non-binary |
| <input type="checkbox"/> Female | <input type="checkbox"/> Gender nonconforming |
| <input type="checkbox"/> Transgender Male | <input type="checkbox"/> Other (please specify): _____ |
| <input type="checkbox"/> Transgender Female | <input type="checkbox"/> Decline to answer |

The following two (2) questions will only be asked of those who do not select “Male” or “Female” above.

Do you prefer to be assigned to gender-neutral housing? Please note that gender-neutral rooms will be part of gendered suites.

- ☐ Yes ☐ No

Do you prefer to be assigned to gender-neutral housing in a Best Actor suite or a Best Actress suite?

- ☐ Best Actor ☐ Best Actress

Reference Form D – “Nominee Information & Medical Form” (4 of 4)

NOMINEE MEDICAL FORM

Nominee Name: _____

Insurance Company Name: _____

Member ID: _____

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Emergency Contact Email Address: _____

Please list any physical injuries, medical restrictions or allergies, or chronic health problems that would affect rehearsals and/or filming of the Jimmy Awards material (e.g. asthma, epilepsy, knee injury, hay fever, etc.):

Please list any medications Nominee is taking or any other information we should be aware of:

Please list any food allergies or dietary conditions (e.g. vegetarian, gluten free):

Do you give NHSMTA permission to administer Tylenol or Advil to Nominee in the event that they are not feeling well?

Please select one: ☐ Yes ☐ No

If you indicated “yes” above, which medication(s) may NHSMTA administer?

Please select one: ☐ Tylenol ☐ Advil ☐ Both

**2025 JIMMY AWARDS® / NATIONAL HIGH SCHOOL MUSICAL THEATRE AWARDS®
NOMINEE PERSONAL RELEASE / WAIVER FORM**

In full and complete consideration of The Broadway League Foundation on behalf of the National High School Musical Theatre Awards® (NHSMTA®) (collectively, “Producer”) considering me as a potential participant in the live stage event on or about June 23, 2025 and likely to be entitled “The 2025 Jimmy Awards / National High School Musical Theatre Awards,” including, but not limited to the classroom, workshop, competition, interview, audition, selection, travel, housing activities and processes in connection therewith as detailed in the 2025 Participation Packet and related materials (the “Program”), which may be recorded and broadcast either digitally or on television (including live-stream or live broadcast) without any further consideration due from Producer or any third party to me, and with the understanding that Producer, in its sole discretion may choose whether or not to include me in the Program, or any broadcast or live-stream of the Program, if any, I hereby agree as follows:

I grant to Producer and its successors, licensees and assigns, the irrevocable right, but not the obligation, with or without my knowledge, to film, tape and/or photograph, record, exhibit, edit, live-stream, broadcast, present, retain and otherwise use my appearance, performance, activities, name, likeness, voice, singing voice, conversation, sounds, and biographical data on or in connection with the Program in any manner in Producer’s sole election and discretion, which use shall not entitle me to receive any compensation (monetary or otherwise) whatsoever. I agree that Producer is the sole owner of all results and proceeds of such film, tape, photography, live-stream, broadcast and/or recording and my appearance, performance, picture or likeness thereon as a “work made for hire,” with the right for Producer and its successors, assigns, and licensees, forever and throughout the universe, to use the same and any portion thereof in any and all manner or media, whether now known or hereafter devised, including without limitation, motion pictures, television, live stage, live-stream, mobile, analog, digital devices, computer-assisted media, and/or publishing, and in connection with the advertising, sale, promotion, marketing, merchandising, distribution, publicizing, and all other types of exploitation of the Program or any part thereof, or in any manner whatsoever. Producer shall also have the unrestricted and unilateral right to edit the content and text of the Program and my appearance or performance therein in any manner or form.

In the event I perform or display any original material on the Program written or otherwise controlled by me (for example, music, choreography, photography, lyrics, clothing, etc., collectively called the “Material”), I hereby grant to Producer without charge, the rights necessary to perform and/or display the Material on the Program and the rights required to exploit the Program and the ancillary rights therein, inclusive of the Material, in any and all media now known or hereafter devised, and for any other purpose throughout the universe in perpetuity.

I agree to follow all of Producer’s rules, directions, codes of conduct and behavior, and instructions in all matters relating to the Program, which rules are subject to change at Producer’s sole discretion. I will accept any and all decisions of Producer on discretionary matters (including but not limited to the audition process and contestant selection) as final and acknowledge that the interests of the Program shall override those of any participant. I agree that my selection as a contestant for the Program is within Producer’s sole discretion and that Producer is not obligated to select me as a participant in the Program. In addition, I understand that Producer’s selection decision is not appealable. I acknowledge that Producer reserves the right, exercisable at any time in its sole discretion to disqualify me from the Program should I at any stage supply untruthful, inaccurate or misleading personal information, fail to abide by the rules, directions, codes of conduct or behavior or regulations of the Program, or for any other reason or for no reason at all. If I am selected to participate in the Program, I

Reference Form E – “Nominee Participation Forms” (2 of 8)

agree that Producer is not obligated to facilitate or broadcast my appearance. The Program may, in its sole discretion, disqualify me from the Program at any time.

If I am under 18 years of age, I understand and agree that I and my parent or legal guardian must sign each of the forms and that I and my parent or legal guardian will cooperate with Producer in having such forms court approved, if necessary. I recognize that Producer is relying on my representations herein and that a breach by me hereunder would cause Producer irrevocable injury and damage that cannot be reasonably or adequately compensated by damages in an action at law; and, therefore, I hereby expressly agree that Producer shall be entitled to injunctive and other equitable relief to prevent and/or cure any breach or threatened breach of this Release by me and my parent or legal guardian.

I understand that I may reveal information about me in connection with the Program that is of a personal, private, embarrassing, or unfavorable nature, which information may be factual and/or fictional. I further understand that my appearance, depiction, and/or portrayal in the Program as edited by Producer in its sole discretion may be of an unfavorable nature, which may expose me to public disapproval and/or injure my reputation.

I hereby release, discharge, and hold harmless The Broadway League and The Broadway League Foundation, Inc., and its successors, licensors, partners, affiliates and assigns, including but not limited to The Juilliard School, Pittsburgh CLO, The Nederlander Organization and Nederlander Alliances LLC, ShowTown Theatricals, any media organization, television network or company recording and/or other company or entity distributing the Program in any medium, and their respective assignees, licensees, agents, and affiliates (including television broadcast stations and/or other outlets), advertising agencies, sponsors, and any and all others connected with the Program, and each of their related parent companies, subsidiaries and/or affiliated companies, and the officers, directors, trustees, employees, agents, and representatives of each of the foregoing (collectively, the “Released Parties”), from any and all liability or claims arising out of or in any way resulting from my participation in the Program (and including without limitation my travel, housing, and activities in connection therewith and my qualification or lack thereof for any prizes that may or may not be awarded to me) and the use or reuse of my appearance, performance, name, voice, singing voice, likeness, recorded activities, and/or biographical information and I agree not to make any claim (as allowable by law) against Producer or the Released Parties as a result of my participation in the Program and in connection with any use or reuse of my appearance, name, voice, singing voice, performance, conversation, likeness, recorded activities, and/or biographical information (including, without limitation, any claim based upon defamation or invasion of privacy and/or violation of rights of publicity or “moral rights”). In addition, I agree to indemnify Producer and the other Released Parties and to hold each of them harmless from any and all liability, claim, action, damage, expense (including reasonable attorneys’ fees), and loss of any kind caused by or arising out of any statement, representation, action or failure to act by me during or in connection with my participation in the Program. In no event shall I have any right to injunctive or other equitable relief against any of the Released Parties in connection with the Program.

I acknowledge that there is a possibility that after my execution of this Release/Waiver Form (“Release”), I will discover facts or incur or suffer claims which were unknown or unsuspected at the time this Release was executed and which, if known by me at that time, may have materially affected my decision to execute this Release. I acknowledge and agree that by reason of this Release, I am assuming any risk of such unknown facts and such unknown and unsuspected claims, and I knowingly and voluntarily waive the provisions of any statute, law, or rule of similar effect which might void a general release from unknown claims or information at the time the release is executed.

Reference Form E – “Nominee Participation Forms” (3 of 8)

I acknowledge that any prizes awarded to me in connection with the Program may result in taxable income to me, and may be subject to reduction and/or revocation in accordance with the policies of the parties awarding or sponsoring such prizes in their sole discretion. I affirm that neither I nor anyone acting for me gave or agreed to give anything of value to any member of the production staff, anyone associated in any manner with Producer, or anyone associated with the recording or broadcast of the Program, for Producer’s undertakings hereunder. I understand that Producer’s policy prohibits such payments, and I further understand that it is a violation of law, unless disclosed to Producer prior to broadcast, for any such arrangement or my acceptance or agreement to accept anything of value to promote any product, service or venture. I am also aware that it is an offense to use any prepared material containing such a promotion where I know that writer received consideration for it and fail to disclose this to Producer. I shall notify Producer immediately if any person attempts to induce me to violate the foregoing or to do anything dishonest.

I warrant that I have the full, complete, and unrestricted right and authority to enter into this Release. If I am not at least 18 years of age on the date I execute this Release, I agree to have my parent sign this Release in the space below. I am not a member of any other performing arts guild and I understand and agree that my appearance on the Program, if any, shall not be deemed to be a performance under any collective bargaining agreement.

I agree and understand that this Release shall be deemed entered into in New York, New York, and that it shall be governed by and interpreted under the laws of New York and by the courts of New York County. I agree not to disclose or discuss events related to the Program or authorize any third party to do the same, without the prior written and explicit approval of Producer. I shall not directly or indirectly issue or permit the issuance of any publicity whatsoever with respect to the Program or my appearance in connection therewith. I shall not use the name of the Program in any way at any time without Producer’s prior written and explicit approval in each instance. If any provision of this Agreement is held illegal or unenforceable in a judicial proceeding, such provision shall be severed and shall be inoperative, and the remainder of this Agreement shall remain operative and binding on the Released Parties.

Nominee Signature: _____

Print Name: _____

Date: _____

NOMINEE CODE OF CONDUCT AND RULES

All students participating in the National High School Musical Theatre Awards (NHSMTA) program are expected to abide by the behavioral standards outlined by The Juilliard School below, as well as by the Summer Housing License and Juilliard/NHSMTA House Rules.

Curfew/Safety

For your safety, an 11:00 p.m. curfew will be enforced unless there is a scheduled group activity. Students must be in the residence hall by 9:00 p.m. or immediately following rehearsal when not at a group event and must be in their assigned rooms by 11:00 p.m.

Leaving Campus

Students are not permitted to leave campus without a chaperone. All participants and chaperones will travel to group activities together. All students, including those under the age of 18, must provide proper identification with a photo ID in order to enter the residence hall.

No Visitors Permitted

No outside guests are permitted in the residence hall or at any rehearsals, including immediate family. Access to Juilliard buildings and facilities is strictly controlled in order to ensure that students are granted the maximum amount of privacy and safety possible. Please be aware that unauthorized visitation to participants could result in their expulsion from the program with no refund.

Phone, TV, and Internet

There is no in-room telephone, television, or Internet connection. Wireless Internet is available throughout the residence hall lobby and lounges.

Personal Belongings

Students are responsible for all personal belongings. The National High School Musical Theatre Awards will not be held responsible for any lost, damaged, or stolen property.

Substance Abuse

Using any illegal substance (including, but not limited to, drugs and alcohol) is punishable by law and will not be tolerated. In addition, the NHSMTA program does not permit smoking and/or alcohol use of any kind, even if a student has reached the New York State legal age to use these substances. Any student who fails to comply with this requirement will be immediately expelled and disqualified from The National High School Musical Theatre Awards and no refund will be issued.

Respect

We will not tolerate discriminatory or harassing conduct toward any person affiliated with NHSMTA or outside of the program. Such conduct includes, but is not limited to, differential treatment based on gender or gender identity (including gender nonconformity and transgender status), sexual orientation (actual or perceived), race, national origin, age, or physical or mental disability.

Examples of conduct prohibited in connection with the NHSMTA program include: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and circulation of written or

Reference Form E – “Nominee Participation Forms” (5 of 8)

graphic material that denigrates or shows hostility or aversion toward an individual or group (including through posting on walls, e-mail, text message, social media, or other electronic communication).

Students are also expected to treat all property and equipment with respect, including but not limited to materials in the residence halls, the rehearsal rooms, and/or in the Minskoff Theatre. Students will be held liable for any damaged equipment, furniture, or space.

Students are expected to keep sound to reasonable levels and to comply with requests to reduce sound levels that are intrusive.

If you have any questions or concerns in connection with these policies, please contact Rachel Reiner at (212) 703-0215 or at RReiner@Broadway.org immediately.

Failure to follow these codes of acceptable behavior, including program curfews, may result in expulsion from The National High School Musical Theatre Awards program. Expelled students will not receive a refund or be eligible for awards and/or scholarships.

Nominee Signature: _____

Print Name: _____

Date: _____

PARENTAL RELEASE/WAIVER FORM

REGARDLESS OF WHETHER THE ABOVE NOMINEE IS UNDER THE AGE OF 18 YEARS, THE PARENT OR LEGAL GUARDIAN OF SUCH PERSON SHOULD ALSO SIGN BELOW.

I hereby warrant that I am the parent and/or legal guardian of the individual who signed the foregoing Release (the “Minor”), that I have caused said Minor to execute said Release, that I will not instruct, authorize, or permit said Minor to disaffirm the foregoing Release, and that I will indemnify and hold harmless the Released Parties (as defined in the Release) against all claims, liabilities, and expenses with respect to said Release, and that, knowing of Producer’s reliance hereon, I agree to cause said Minor to adhere to all of the provisions of said Release. In addition, I agree to cooperate with Producer in having this Release and any past or future agreements entered into by the Minor in connection with the Program approved by the applicable court and I hereby waive any notice and any opportunity to appear and be heard in connection with any such proceedings.

Furthermore, in consideration of Producer possibly including me and/or Minor in the Program, I hereby agree to be bound by and to perform all of the terms and conditions of the foregoing Release (including, without limitation, the provisions regarding release of all claims), as such terms and conditions may relate to my participation and/or the participation of the Minor in the Program, if any (including but not limited to the taping, filming or recording of my appearance in connection with the Program and the audition process, the use of my name, voice, likeness, etc., in the Program and in any broadcast or streaming of the Program) and my agreement not to disclose or discuss or authorize any third party to disclose or discuss any events related to the Program without Producer’s prior written and explicit approval in each instance.

Parent or Legal Guardian Signature: _____

Print Name: _____ **Date:** _____

Name of Student Nominee: _____

Relationship to Student Nominee: _____

Address: _____

Parent/Guardian Phone Number: _____

Parent/Guardian Email Address: _____

**THE JUILLIARD SCHOOL
CONSENT, WAIVER & RELEASE OF LIABILITY**

PLEASE READ CAREFULLY

I am the parent or legal guardian of _____, and I hereby give permission for my child to participate in the 2025 National High School Musical Theatre Awards (the “Program”) presented by The Broadway League Foundation Inc., with rehearsals and housing and taking place at The Juilliard School (“Juilliard”) from June 13 through June 24, 2025. In consideration of my child’s participation in the Program, I hereby acknowledge and agree to the following:

1. I represent and warrant that my child is physically fit to participate in the Program and has no known medical issues, and I have not been advised otherwise by a medical professional. I agree that my child will comply with all health and safety guidelines imposed by Juilliard. I understand that Juilliard may remove my child from the premises for failure to reasonably comply with Juilliard guidelines.
2. I acknowledge and fully understand that my child may be engaging in activities that involve risk of serious injury, including without limitation disability and death. These risks include, but are not limited to, those caused by: (a) the actions, inactions or negligence of The Juilliard School, students, faculty, participants, volunteers, guests and other third parties; (b) the conditions of the premises or equipment used, if any; and (c) possible exposure to COVID-19 or other infectious diseases. I further acknowledge and fully understand that there may also be other risks that are not known or foreseeable at this time. I KNOWINGLY AND VOLUNTARILY ASSUME ALL SUCH RISKS, AND I ASSUME FULL RESPONSIBILITY AND LIABILITY FOR MY CHILD’S PARTICIPATION IN THE PROGRAM.
3. With knowledge of the risks involved, and to the maximum extent permitted by law, I, on behalf of myself and my child, my heirs, executors, administrators and assigns, hereby waive, release, and discharge Juilliard, its administrators, trustees, officers, employees, students and agents (collectively the “Releasees”) from any and all claims for damages, injuries, losses, liabilities and expenses which my child or I may have or which may subsequently accrue to my child or me, relating to, resulting from or arising out of my child’s participation in the Program (collectively, “Claims”). I agree to indemnify, defend and hold the Releasees harmless from and against any and all such Claims.
4. I hereby grant permission to Juilliard and others acting on its behalf to use my child’s image and/or live or recorded audio and/or video (collectively, “Recordings”) for advertising and promotional purposes consistent with or in furtherance of Juilliard’s educational mission without my or my child’s further consent. I hereby waive any right that I now have or may have in the future to inspect or approve the Recordings or any materials that may be used in connection with the Recordings. I understand that Juilliard is under no obligation whatsoever to provide any form of compensation or communication to me or anyone else for use of the Recordings as set forth herein. Juilliard is permitted, but not obligated, to include my child’s name as a credit in connection with the Recordings.

Reference Form E – “Nominee Participation Forms” (8 of 8)

5. I, on behalf of myself and my child, hereby waive, release and discharge Juilliard from any claims related to defamation, invasion of privacy, rights of publicity, copyright or any other legal or financial responsibility that may arise regarding use of the Recordings as set forth herein.

6. I intend that this Consent, Waiver & Release of Liability shall be construed broadly to provide a waiver and release to the maximum extent permissible under applicable law. This Consent, Waiver & Release and any disputes arising hereunder shall be governed by and construed under the laws of the State of New York.

I have fully read this Consent, Waiver & Release of Liability, understand its terms and impact, and am signing it voluntarily. I understand that my signature below represents my acceptance of the foregoing terms, and I certify that I am the parent or legal guardian of the minor named above and have the legal right to consent to these terms.

Parent/Legal Guardian Signature: _____

Parent/Guardian Name: _____ **Date:** _____

Relationship to Child: _____

SAMPLE RESUME TEMPLATE

FULL NAME

**High School Name
Age and Grade Level**

Regional Awards Program Name

Performance Experience

Show Title	Role Played	School or Theatre
Show Title	Role Played	School or Theatre
Show Title	Role Played	School or Theatre
Chorus Concert	Role Played	School or Theatre
Chorus Concert	Role Played	School or Theatre
Chorus Concert	Role Played	School or Theatre
Chorus Concert	Role Played	School or Theatre
Anything Else Appropriate	Role Played	School or Theatre

Training and Education

Currently attending (Name) High School or 2025 Graduate from (Name) High School

Expected Graduation Date: June X, 202X

Plan to attend (Name) College in Fall 2025, to major in (What)

Acting: List instructors here

Dance: List instructors here

Voice: List instructors here

Any other skills training: List here

Awards and Honors

20XX Best Actor or Actress for High School Musical Theatre Awards Program, National Honor Society, First Place in Regional Chorus Competition, Top talent award winner at National Vocal Competition; list any community service here.

Special Skills

Juggling, technical skills, play guitar, piano, touch my tongue to my nose, dancing, gymnastics, computer skills, and creative writing.

Reference Form G – “Nominee Music Submission Form” (1 of 2)

NOMINEE MUSIC SUBMISSION FORM

SONG SELECTIONS FROM NOMINATED QUALIFYING ROLE

Show Title from Nominated Qualifying Role (exactly as licensed): _____

Name(s) of Show Lyricist and Composer: _____

Role Performed (exactly as licensed): _____

Please list the two (2) most prominent songs from Nominee’s Qualifying Role and indicate which one (1) song the Nominee will sing for the Preliminary Audition by checking the appropriate box underneath the song title field and noting the measure numbers of the 32-bar cut. Please do not use quotation marks around song titles.

Song Title: _____ Key: _____

☐ I will sing a 32-bar cut of this song for my Preliminary Audition. Measure Numbers: _____

Song Title: _____ Key: _____

☐ I will sing a 32-bar cut of this song for my Preliminary Audition. Measure Numbers: _____

SOLO SONG SELECTIONS

List the Nominee’s top two (2) musical theatre up-tempo and two (2) ballad solo selections to prepare for individual work with the vocal coaches during Jimmy Awards week. If submitting a song NOT in the provided library, please indicate the request by checking the appropriate box underneath the song title field. Please indicate which one (1) Solo Song the Nominee will sing for the Preliminary Audition by checking the appropriate box and noting the measure numbers of the one-minute cut. Please do not use quotation marks around song titles.

Up-Tempo Solo Song Selections

First Choice

Show: _____

Song Title: _____ Key: _____

☐ This is a solo song request (this song is NOT in the Library of Approved Solo Song Selections).

☐ I will sing a one-minute cut of this song for my Preliminary Audition. Measure Numbers: _____

Second Choice/Alternative

Show: _____

Song Title: _____ Key: _____

☐ This is a solo song request (this song is NOT in the Library of Approved Solo Song Selections).

☐ I will sing a one-minute cut of this song for my Preliminary Audition. Measure Numbers: _____

Reference Form G – “Nominee Music Submission Form” (2 of 2)

Ballad Solo Song Selections

First Choice

Show: _____

Song Title: _____ Key: _____

- ☐ This is a solo song request (this song is NOT in the Library of Approved Solo Song Selections).
- ☐ I will sing a one-minute cut of this song for my Preliminary Audition. Measure Numbers: _____

Second Choice/Alternative

Show: _____

Song Title: _____ Key: _____

- ☐ This is a solo song request (this song is NOT in the Library of Approved Solo Song Selections).
- ☐ I will sing a one-minute cut of this song for my Preliminary Audition. Measure Numbers: _____

Reference Form H – “Nominee Wardrobe Information Form” (1 of 2)

NOMINEE WARDROBE INFORMATION FORM

Please submit measurements for each Nominee as well as a video of them in each of the outfits or costumes they plan to bring to NYC. Please use a cloth measuring tape and list all measurements in inches. As you measure, be sure the tape is straight and taut but also relaxed enough that you can fit a finger between the tape and the Nominee. We recommend measuring twice before recording the measurement.

Nominee Name: _____

Height: _____

Head Circumference: _____

Chest: _____

Natural Waist: _____
Over/near belly button, where the body naturally bends

High Hip: _____
Over the top of the hip bones (i.e. where mid-rise pants are worn)

Low Hip: _____
Around the widest point of the bottom

Sleeve: _____
From the center of the nape of the neck, over the shoulder, and along the arm to the wrist

Outseam (Leg): _____

Inseam (Leg): _____

Shoulder to Shoulder: _____
Across the back

Required Costumes: Please upload a 360° video of the Nominee wearing each of their required costumes where indicated. Please ensure the Nominee’s outfits can be seen clearly from all angles. Please see the next page for examples of approved outfits.

Do you have unrestricted access to the costume you wore when you performed the Qualifying Role for which you were nominated?

Unrestricted access means you can wear your costume without any additional purchases or rental fees and with permission from the owner and/or designer.

- ☐ Yes
- ☐ No

Reference Form H – “Nominee Wardrobe Information Form” (2 of 2)

If you answered “yes” to the question above, can your costume easily be packed in a suitcase with your other belongings?

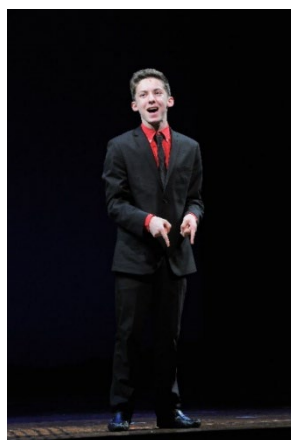
- ☐ Yes
- ☐ No

If you answered “yes” to the question above, do you plan to bring your costume with you to NYC? (Note: this is in no way required of any Nominee. This question is for our costume department’s planning purposes only.)

- ☐ Yes
- ☐ No

Optional Nominated Role Costume: If you answered “yes” to the question above, please upload a 360° video of the Nominee wearing their Nominated Role Costume where indicated. Please ensure the Nominee’s costume can be seen clearly from all angles.

EXAMPLES OF APPROVED OUTFITS



*We reserve the right to request that you change your outfit.

For additional wardrobe examples, please review the photos in our 2024 Production Album:

<https://jimmyawards.smugmug.com/2024/2024-Jimmy-Awards-Production>



2025 Jimmy Awards® / National High School Musical Theatre Awards® Adjudication Rubric

CRITERIA	1-3 Emerging = Rarely	4-6 Developing = Sometimes	7-9 Proficient = Often	10 Excellent = Always
VOCALS	<p>Performer rarely sang with emotional understanding, adequate volume, proper diction, correct pitch and tone, supported breathing, and dramatic expression.</p> <p>The performer rarely executed the correct notes and rhythms. The performer rarely produced a fluid and audibly pleasing quality in music.</p>	<p>Performer sometimes sang with emotional understanding, adequate volume, proper diction, correct pitch and tone, supported breathing, and dramatic expression.</p> <p>The performer sometimes executed the correct notes and rhythms. The performer sometimes produced a fluid and audibly pleasing quality in music.</p>	<p>Performer often sang with emotional understanding, adequate volume, proper diction, correct pitch and tone, supported breathing, and dramatic expression.</p> <p>The performer often executed the correct notes and rhythms. The performer often produced a fluid and audibly pleasing quality in music.</p>	<p>Performer always sang with emotional understanding, adequate volume, proper diction, correct pitch and tone, supported breathing, and dramatic expression.</p> <p>The performer always executed the correct notes and rhythms. The performer always produced a fluid and audibly pleasing quality in music.</p>
ACTING	<p>Pace and physicality rarely supported the performer's understanding of their audition pieces throughout the performances.</p> <p>The performer rarely "sold" the song through believable enactments with clear acting choices.</p>	<p>Pace and physicality sometimes supported the performer's understanding of their audition pieces throughout the performances.</p> <p>The performer sometimes "sold" the song through believable enactments with clear acting choices.</p>	<p>Pace and physicality often supported the performer's understanding of their audition pieces throughout the performances.</p> <p>The performer often "sold" the song through believable enactments with clear acting choices.</p>	<p>Pace and physicality always supported the performer's understanding of their audition pieces throughout the performances.</p> <p>The performer always "sold" the song through believable enactments with clear acting choices.</p>
OVERALL PRESENTATION	<p>The performer rarely demonstrated an overall, cohesive understanding of stage presence, artistic interpretation, appropriate song selection, and the ability to engage an audience.</p>	<p>The performer sometimes demonstrated an overall, cohesive understanding of stage presence, artistic interpretation, appropriate song selection, and the ability to engage an audience.</p>	<p>The performer often demonstrated an overall, cohesive understanding of stage presence, artistic interpretation, appropriate song selection, and the ability to engage an audience.</p>	<p>The performer always demonstrated an overall, cohesive understanding of stage presence, artistic interpretation, appropriate song selection, and the ability to engage an audience.</p>

VIDEO FILMING GUIDELINES

The following filming guidelines and recommendations apply to all videos that may be submitted to the Jimmy Awards including the Nominee’s Topic Response Video.

- The background for all videos should be solid with basic lighting (nothing distracting or artistic).
- Nominee should wear basic clothing and hair (nothing distracting).
- Chyrons and/or significant video production are not necessary or recommended.
- We ask that you submit all videos digitally in one of the following YouTube acceptable formats:

.MOV	.MPEGPS	ProRes
.MPEG4	.FLV	CineForm
.MP4	3GPP	HEVC (h265)
.AVI	WebM	
.WMV	DNxHR	
- Additional information about YouTube acceptable formats is available at:
<http://support.google.com/youtube/bin/answer.py?hl=en&answer=55744>
- To ensure the best viewing of nominees’ performances, send the highest quality recording possible.
- All video footage and photos may be used during the course of the NHSMTA program and events, including, but not limited to inclusion in press releases, marketing information, websites and social media, and the Jimmy Awards ceremony presentation.
- All submissions become the property of the Jimmy Awards/NHSMTA and will not be returned.

THE JIMMY AWARDS INSPIRING TEACHER AWARD NOMINATION FORM

Regional Awards Program Information

RAP Name: _____

RAP City/State: _____

RAP Contact Name: _____

RAP Contact Email: _____

Jimmy Awards Nominee (Student) Information

Nominee Name: _____

Nominee Grade Level: _____
2024-25 school year

Nominee Email: _____

Inspiring Teacher Award Nominee & School Information

Teacher Name: _____

Teacher Email: _____

Teacher Title: _____
i.e. "Drama Director," "Theatre Teacher," etc.

School Name: _____

How long has this teacher worked at your school? _____

How many theatrical performance opportunities does this teacher facilitate per year at your school?
(Circle one.)

1 2 3 4 5 Other: _____

Describe your school's theatre facilities:

i.e. blackbox, cafeteria/gymnasium, auditorium, rented space off school property, etc.

Reference Form K – Inspiring Teacher Award Nomination Form (2 of 3)

Do other adults work on your school productions with the teacher you are nominating?

- ☐ Yes
- ☐ No

If you answered “yes” to the question above, who are those adults?

Check all that apply.

- ☐ Other Full-Time School Faculty/Staff
- ☐ Local Professionals Hired for Shows Only
- ☐ Parent Volunteers
- ☐ Community Volunteers
- ☐ Other:

If other adults are involved, how many work on your school productions with the teacher you are nominating?

Circle one.

1 2 3 4 5 Other: _____

Nomination Materials

Why does your teacher deserve special recognition?

Describe three (3) specific skills you have learned from your teacher:

1. _____

2. _____

3. _____

Reference Form K – Inspiring Teacher Award Nomination Form (3 of 3)

How does your teacher inspire you?

How does your teacher make everyone feel included and valued in the classroom or in a production?

What is the most valuable lesson you have learned from your teacher?

What advice has your teacher given you about the professional world/life after high school?

Upload your Inspiring Teacher Award nomination video here:

Please upload here your approximately 60 second video describing or showing why your teacher deserves this award.