

The Music for Healing & Transition Program™, Inc. (MHTP)  
**Graduate Application for Addition of New Instrument to Certificate**

**Instructions**

1. After [paying online](#) the \$35 processing fee, **fill out this application form below and email to [mhtp@mhtp.org](mailto:mhtp@mhtp.org).**  
This application form is posted on the MHTP website in the CEU section, or it may be requested as a Word document from [mhtp@mhtp.org](mailto:mhtp@mhtp.org). MHTP will assign a reviewer who is a CMP experienced in MHTP instrument certification.
2. The reviewer will contact the applicant and discuss the recording format that will work best for the reviewer and CMP: it may be a CD, Mp3 or video. Also the reviewer will inform you of the address to send both your recording and your check to them for doing the review (see number 4 below).
3. Complete a 30-minute recording in the agreed-upon format, demonstrating your proficiency on the instrument in the five categories of therapeutic music, just as you did on your graduate recording for certification. The recording must be labeled with titles of selections, what MHTP category they fit into and your name.
4. Mail the recording to the Reviewer, **with a \$25 check made out to the reviewer.**
5. Upon evaluation, the reviewer will notify the MHTP Program Coordinator and you of successful completion, and the Program Coordinator will send you a new Graduate Certificate listing the additional instrument, and CEU Certificate for 15 CEUs.

**Note that you will pay a total fee of \$60, in two separate payments, sent to two different people, as described above. The total fee covers:**

- Payment to Reviewer
- New Certificate of Graduation listing the additional instrument
- Certificate of 15 CEUs earned
- Up-dating your CMP listing on the MHTP website to add the new instrument
- Recording will be returned only if Reviewer receives SASE and request to return.

**Application, to be submitted as described in number 1 above:**

Name of Graduate:

Address:

City/State/Zip-code:

Phone:

Email address:

Date of Graduation as listed on your current Certificate:

Instrument(s) used for initial Certification:

Instrument to be evaluated and added to your Certification:

Please print how your name should be listed on new Certificate of Graduation:

Include this in your application:

For office use only:

Reviewer:

Date:

Applicant's recording (Reviewer, please highlight choice below):

Approved for adding to certificate

Not Approved for adding to certificate

Reason for non-approval: