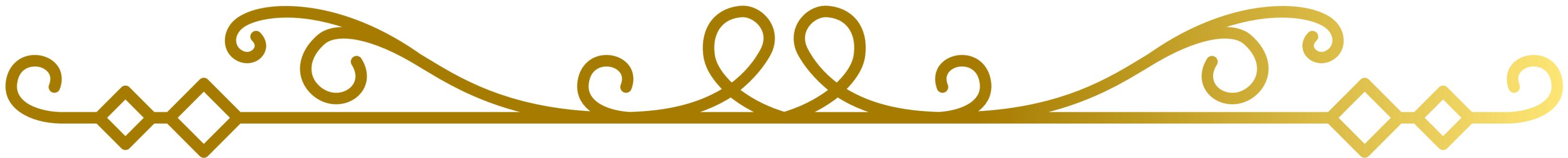


Southern California
Junior Bach Festival

SCJBF 2026 NEW Teacher Registration Instructions

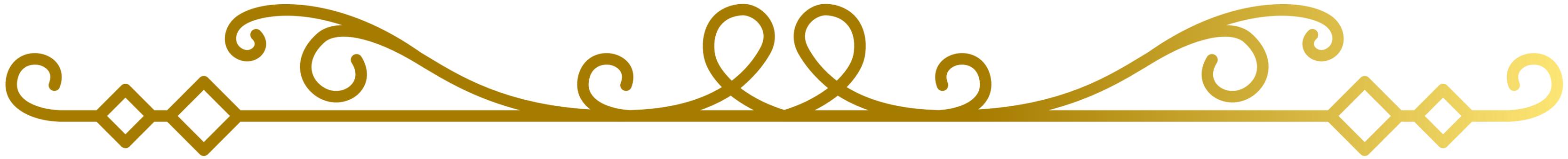




welcome to the

Southern California Junior Bach Festival

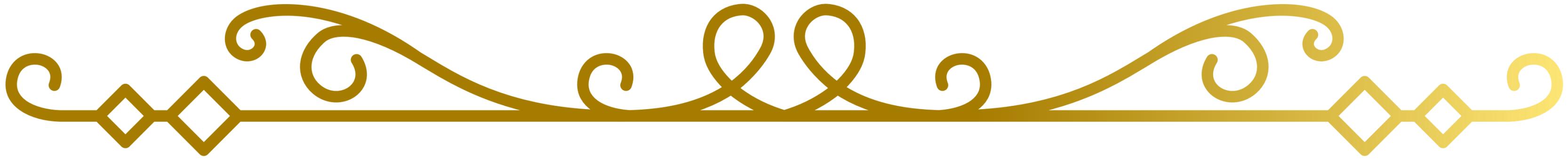




to get started, please read through
the information at:

<https://scjbf.org/keyboard-branch-festivals/>

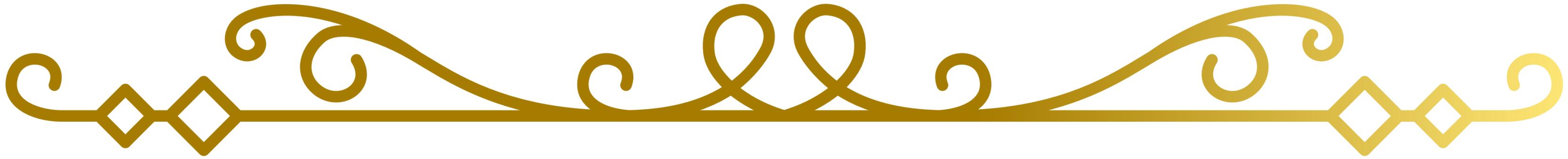




and **all** the SCJBF Rules & Guidelines at:

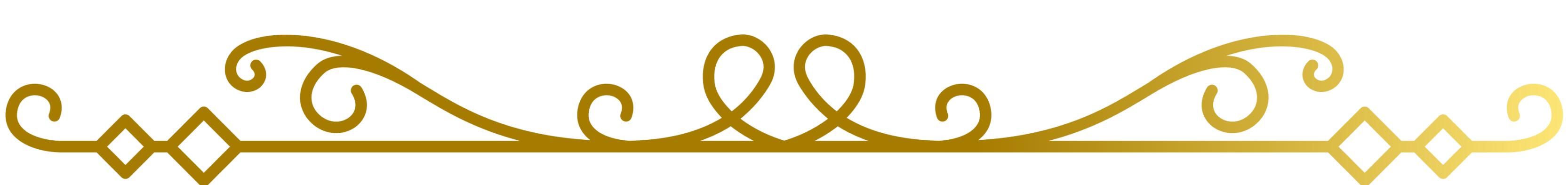
<https://scjbf.org/rules-guidelines/>





repertoire lists are available at:
<https://scjbf.org/repertoire-lists/>





now you are ready to create an account

New Teacher Registration

<https://scjbf.evensteps.com/Account/Register?qs=Q7JocrL3RhYGNZHTArTF2e1yUPeeNDavXaT59tPfA0EM1a8G91eS>

or

CLICK HERE!



Please open the link in a new window
to continue reading instructions during
the registration process





SCJBF

Create a Teacher's Account

Teacher Registration

General Organization

Southern California Junior Bach Festival

Organization*

Select One



Teacher's Email*

Teacher's User Name*

Password*

Password*

Confirm password*

Teacher's First Name*

Teacher's Last Name*

The minimum password length is 6 characters and must contain at least 1 lowercase letter, 1 capital letter, 1 number, and 1 special character.

- # of characters
- Lowercase letter
- Capital letter
- Number
- Special character

- Select your desired SCJBF Branch from the drop-down menu

- Branch Festival dates and venues are available at:

<https://scjbf.org/keyboard-branch-festivals/>

- Fill in the required Teacher information

Teacher's User Name*

The User Name is required.

The minimum username length is 6 characters

of characters

Address 1*

Address 2

City*

State*

Zip*

Country*

Teacher's Phone Number*

- Continue filling in the required information
- Agree to the “terms and conditions”
- Click “Register and Pay using Stripe”

Consent Information

SCJBF 2026 Teacher Agreement

I Agree to the terms and conditions

I have read and agree to abide by the Rules & Teacher Guidelines of the Southern California Junior Bach Festival found at <https://scjbf.org/rules-guidelines>.

Register and Pay using Stripe

SCJBF Annual Teacher Participation Fee

\$35.00

- Choose a “Payment method”
- Fill in required information
- **UNCLICK** “Save my information for faster checkout”
 - Link is a STRIPE product and is **not** related to SCJBF
- Click on “Pay”



OR

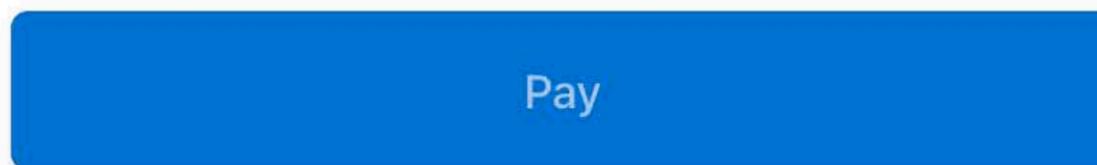
Email

Payment method

 Card 

 US bank account

Save my information for faster checkout
Pay securely at Southern California Junior Bach Festival, Inc. and everywhere [Link](#) is accepted.



SCJBF Teacher Payment Confirmation Detail



scjbf@6938072.brevosend.com
to dhhow

Thu, Dec 18, 1:37 PM (8 days ago)



SCJBF Annual Teacher Participation Fee Payment Confirmation

Dear Teacher,

Your SCJBF Annual Teacher Participation Fee has been received.

THANK YOU!

Payer : Deborah WMC How

Payment GateWay : Stripe

Payment Status : paid

Payment Amount : 35.00

Please email scjbf@evensteps.com with any Registration questions.

THANK YOU!

SCJBF

- You will receive a payment confirmation from SCJBF by email



Southern California Junior Bach Festival, Inc. <receipts+acct 1BGHyeBOuyuGqVVV@stripe.com>
to dhow ▾

- You will also receive a payment confirmation from Stripe by email

Receipt from Southern California Junior Bach Festival, Inc.
Receipt #1291-2754

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$35.00	Dec 18, 2025, 1:37:21 PM	● - 5485

SUMMARY

SCJBF Annual Teacher Participation Fee x 1	\$35.00
Amount paid	\$35.00

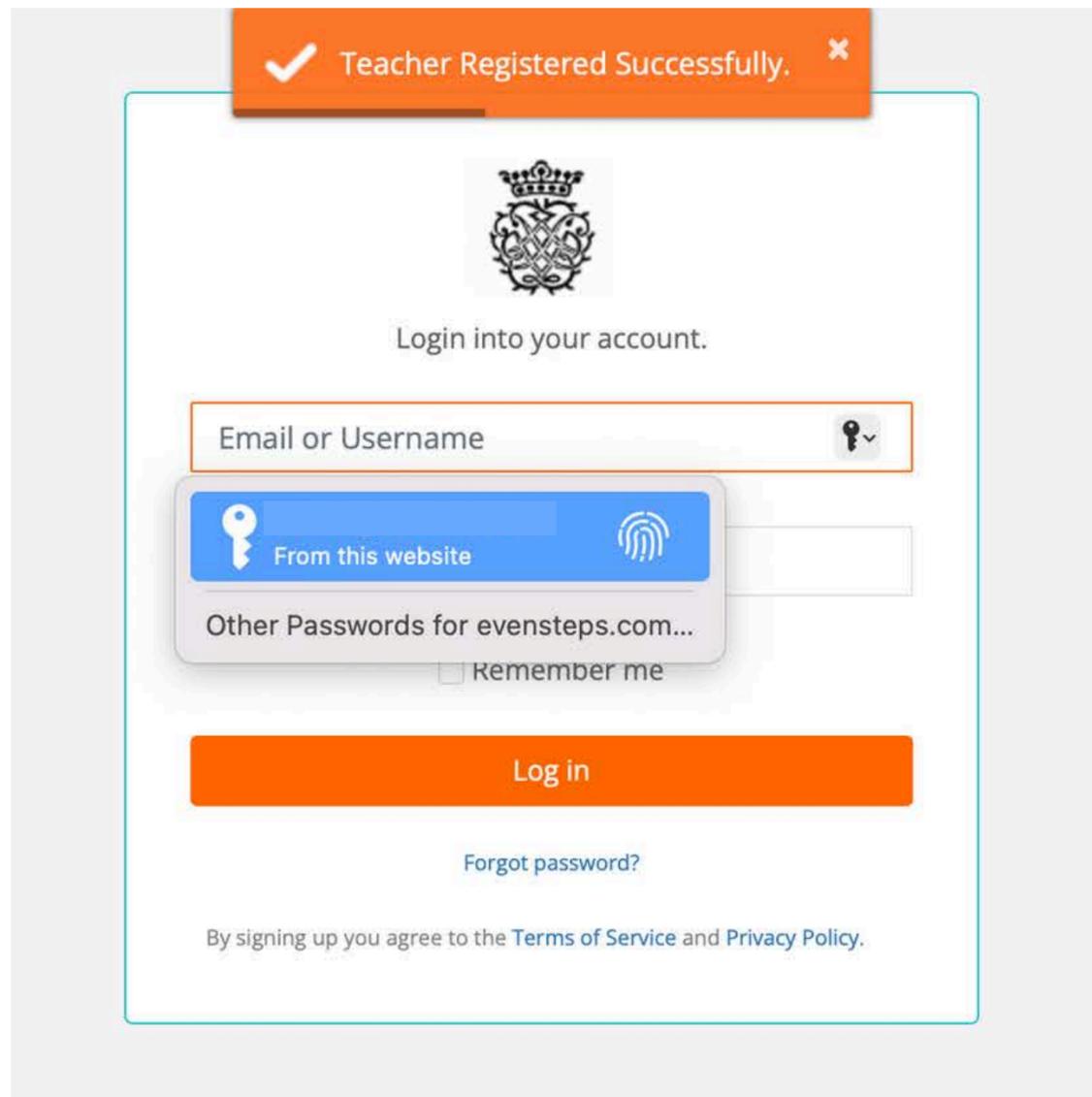
If you have any questions, contact us at scjbf60@gmail.com.

Something wrong with the email? [View it in your browser.](#)

You're receiving this email because you made a purchase at Southern California Junior Bach Festival, Inc., which partners with [Stripe](#) to provide invoicing and payment processing.

← Reply → Forward 😊

Once you have paid your annual teacher website usage fee, you may Login to your account at <https://scjbf.evensteps.com>



Teacher Registered Successfully. ✕



Login into your account.

Email or Username 

 From this website 

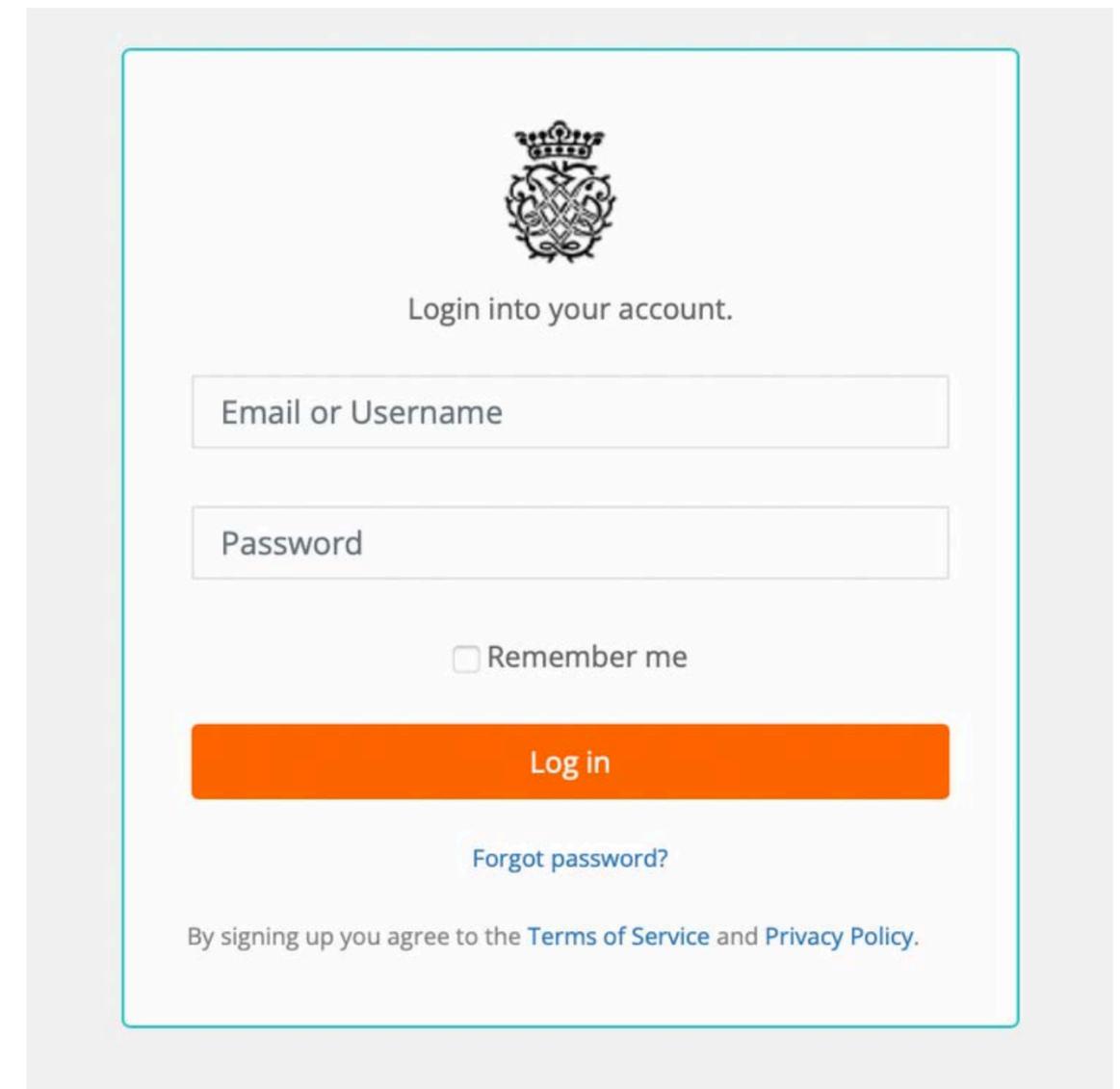
Other Passwords for evensteps.com...

Remember me

Log in

[Forgot password?](#)

By signing up you agree to the [Terms of Service](#) and [Privacy Policy](#).



Login into your account.

Email or Username

Password

Remember me

Log in

[Forgot password?](#)

By signing up you agree to the [Terms of Service](#) and [Privacy Policy](#).



- You will land on the 2026 Bach Festival “Welcome” page for the Branch you selected when you created your teacher account

Welcome
2026 Bach Westside Branch Festival

Branch Festival Date
March 1, 2026 (Sunday)

Branch Festival Venue
Westside Music Conservatory
12424 Wilshire Blvd Ste 100
Los Angeles (Brentwood) 90025

Branch VENUE Website
<https://westsidemusicconservatory.com/location-directions-parking/>

Branch Festival Teacher Registration Deadline
February 8, 2026

Branch Festival Parent Registration & Payment Deadline
February 13, 2026

[SCJBF Rules \(12-14-2025 rev\).pdf](#)
[SCJBF Teacher Guidelines \(12-13-2025 rev\).pdf](#)



- Branch Festival date, venue, and deadlines will be listed as provided by your Branch Chair
- Rules & Teacher Guidelines are also available



Step 1: in the Left-Hand Menu

- Users ←
- Documents
- All Users ←

☰
Index
Users / All Users

- Click on “User”
- Then, Click on “All Users”

List of Users

Create Student

Role Name: Participant Time Preference: First Name Or Last Name Or Email:

Show Users List

Showing 1 to 2 of 2 Users

Step 2: to register a Student

- Click on “Create Student”

First Name ▲	Last Name ◆	Email ◆	User Name ◆	Role Name ◆	Payment Status ◆	Action
Deborah WMC	How	dhhow@musette.org	musette	Teacher	Stripe - Paid	<input type="button" value="Edit"/> <input type="button" value="Details"/>

NOTE: Clicking on “User” > “All Users” will open your dashboard

- You will see yourself listed
- You will see your students listed, once they are registered



Create Student

Users / All Users / Create

Create Student

Student*

Create Student

Parent Email*

Student First Name*

Student Last Name*

Festival*

2026 Bach Westside Branch Festival

Instrument*

Select One

Participant Time Preference*

AM

Category*

Select One

Repertoire*

Select One

Movement

Select Some Options

Time (mm:ss)*

Step 3: to "Create Student"

- Fill in the required information for:

- Parent Email
- Student First Name
- Student Last Name

- Select "Festival"

- Select "Instrument"

- **Some Branches allow Teachers to select a**

"Participant Time Preference"

- Choose "AM," "PM," or "No Preference"

Create Student

Student*	<input type="text" value="Create Student"/>
Parent Email*	<input type="text" value="jmbarrie@peterpan.com"/>
Student First Name*	<input type="text" value="Tinker"/>
Student Last Name*	<input type="text" value="Bell"/>
Festival*	<input type="text" value="2026 Bach Westside Branch Festival"/>
Instrument*	<input type="text" value="Keyboard (Piano)"/>
Participant Time Preference*	<input type="text" value="AM"/>

Step 4: to select "Category"

- Click in the "Select One" box to open the drop-down menu
- Click on the Category for your student's repertoire



Category*	Repertoire*	Movement	Time (mm:ss)*
<input type="text" value="Select One"/>	<input type="text" value="Select One"/>	<input type="text" value="Select Some Options"/>	<input type="text"/>
<input type="text" value="Select One"/>	<input type="text" value="Select One"/>	<input type="text" value="Select Some Options"/>	<input type="text"/>

Select One

J.S. Bach Repertoire (Non-Listed Works)

Anna Magdalena Bach Notebook

Category 0 - Miscellaneous Eligible Works

Category I - Short Preludes and Fugues

Category II - Various Dance Movements

Student First Name*

Student Last Name*

Festival*

Instrument*

Participant Time Preference*

Step 5: select "Repertoire"

- Click in the "Select One" box to open the drop-down menu

Category*	Repertoire*	Movement	Time (mm:ss)*
Category VII - French Suites	Select One	Select Some Options	<input type="text"/>
Select One	Select One	Select Some Options	<input type="text"/>
	French Suite #1 in D Minor, BWV 812		
	French Suite #2 in C Minor, BWV 813		
	* French Suite #3 in B Minor, BWV 814		
	* French Suite #4 in E-Flat Major, BWV 815		
	French Suite #5 in G Major, BWV 816		
	French Suite #6 in E Major, BWV 817		

Teacher Notes

NOTE: in Categories with 3-Year Cyclical Repertoire

- Works marked with * are eligible for the 2026 Complete Works Audition

Create

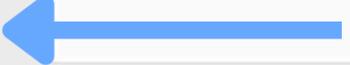
Student First Name* Tinker

Student Last Name* Bell

Festival* 2026 Bach Westside Branch Festival

Instrument* Keyboard (Piano)

Participant Time Preference* AM

Category*	Repertoire*	Movement	Time (mm:ss)*
Category VII - French Suites	* French Suite #3 in B Minor, BWV 814	Select Some Options	
Select One	Select One	Select Some Options	

Teacher Notes

Step 6a: to select “Movement” (if applicable)

- Click in the “Select Some Options” box to open the drop-down menu

Create

Student First Name* Tinker

Student Last Name* Bell

Festival* 2026 Bach Westside Branch Festival

Instrument* Keyboard (Piano)

Participant Time Preference* AM

Step 6b: to select "Movement" (continued)

- If your student is playing more than one movement of a work with the **SAME** BWV number, add additional movement(s) by clicking in the box

Category*	Repertoire*	Movement	Time (mm:ss)*
Category VII - French Suites	* French Suite #3 in B Minor, BWV 814	Allemande x	
Select One	Select One	Courante	
		Sarabande	
		Gigue	

Teacher Notes

Step 6c: Additional Repertoire (if applicable)

- If your student is playing a second work with a **DIFFERENT** BWV number, add the second work by going through Steps 4, 5, 6a, and 6b again

Create

Student First Name* Tinker

Student Last Name* Bell

Festival* 2026 Bach Westside Branch Festival

Instrument* Keyboard (Piano)

Participant Time Preference* AM

Step 7: enter "Time" (exact timing of the work)

- in mm:ss

- for example: 4 minutes 45 seconds is 04:45

Category*	Repertoire*	Movement	Time (mm:ss)*
Category VII - French Suites	* French Suite #3 in B Minor, BWV 814	Allemande x Gigue x	04:45
Select One	Select One	Select Some Options	

Step 8: enter "Teacher Notes" (if any)

Teacher Notes

Please schedule with Peter Pan; they are a carpool.

- Notes go to the Branch Chair

Create Step 9: Click on "Create" to save Student



Index

Users / All Users

List of Users

Create Student

Role Name

Participant Time Preference

First Name Or Last Name Or Email

Search

Show

 Users List

Showing 1 to 2 of 2 Users

- Once you "Create Student," you will see the Student in your "List of Users"

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhhow@musette.org	musette	Teacher	Stripe - Paid	Edit Details
Tinker	Bell			Student		Edit Student Accompanist Notes Details



- An **automated** email will be sent to the Parent to complete the registration



Deborah WMC How
Teacher

Users

Documents

All Users



Index

Users / All Users

- Once the Parent has completed the Registration and paid the Registration Fees, you will see “Stripe - Paid” after the Student’s name in your “List of Users”

List of Users

Create Student

Role Name

All

Participant Time Preference

First Name Or Last Name Or Email

Search

Show

10 Users List

Showing 1 to 2 of 2 Users

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhhow@musette.org	musette	Teacher	Stripe - Paid	Edit Details
Tinker	Bell			Student	Stripe - Paid	Edit Student Accompanist Notes Details

Page 1 of 1

1

- The Teacher will receive a copy of the “SCJBF Student Payment Confirmation Detail” sent to the Parent by email

SCJBF Bach Branch Festival Student Payment Confirmation

Dear Parent and Teacher,

The following student is paid.

**2026 Bach Westside Branch Festival
on 03/01/2026**

Payer : Walt E Disney

Student Name : Tinker Bell

Payment GateWay : Stripe

Payment Status : paid

Payment Amount : 55.00

Please email scjbf@evensteps.com with any
Registration questions.

THANK YOU!
SCJBF



Users

Documents

All Users

Index

Users / All Users

- Click on “Documents” to see SCJBF Documents for your Branch

- Click on “Edit Student” to edit Student Name, Parent Email, or Repertoire

- Click on “Notes” to edit Teacher Notes to the Branch Chair

List of Users

Create Student

Role Name

All

Participant Time Preference

First Name Or Last Name Or Email

Search

Show

10 Users List

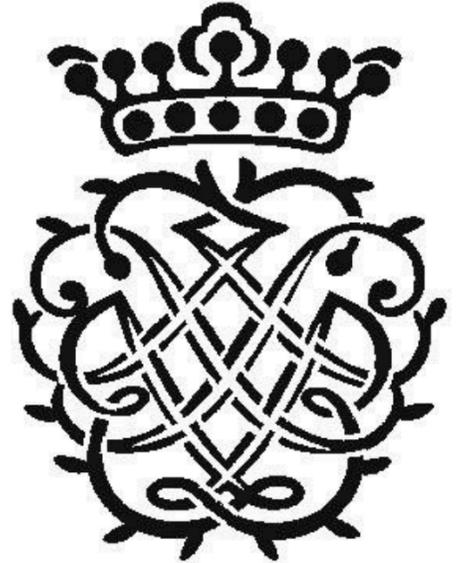
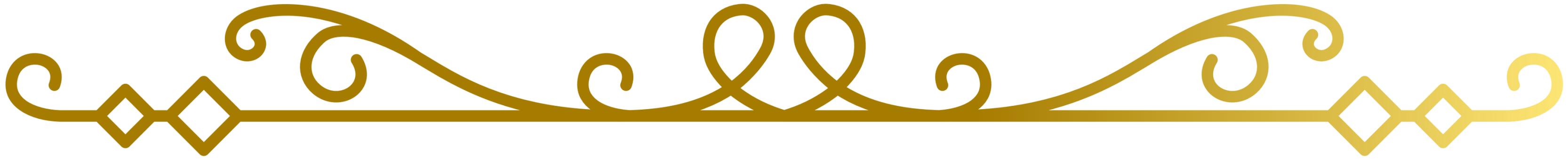
Showing 1 to 2 of 2 Users

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhhow@musette.org	musette	Teacher	Stripe - Paid	Edit Details
Tinker	Bell			Student	Stripe - Paid	Edit Student Accompanist Notes Details

Page 1 of 1

1

- Click on “Details” to see Registration Details and to **RESEND** the Parent Email for an **UNPAID** Student



Southern California
Junior Bach Festival

Questions? [Email scjbf@evensteps.com](mailto:scjbf@evensteps.com)

THANK YOU!

