



Institutional Group Membership Plan – FAQ

What is the Institutional Group Membership Plan?

The Institutional Group Membership Plan allows departments to purchase **bulk CMS memberships** for faculty and/or graduate students. The more faculty included, the **greater the per-member discount**.

Where can I find pricing information?

You can view the current pricing structure here:

 [Group Membership Pricing](#)

How does the membership term work?

- All members in the group share the **same anniversary date**—the date the Administrator signs up.
 - Each membership is valid for **12 months** from that sign-up date.
 - This unified renewal date simplifies the renewal process.
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What happens after I sign up as an Administrator?

- After sign-up, the Admin receives an **email with instructions** on how to provide group member details.
 - The Admin does **not** need to assign passwords or send follow-up confirmations—CMS handles that.
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Can I make changes to the group later on?

Yes! The Administrator can:

- **Add or remove members**
- **Transfer memberships**


To make changes, simply contact CMS directly. The Admin also oversees the group's renewal process.

What about current CMS Individual Members who are joining the group?

Existing individual members who join the group plan will be **identified and contacted** regarding a **prorated refund**.

What benefits do Institutional Group Members receive?

Institutional members (including the Admin) enjoy **all the same benefits** as individual CMS members, including:

- Access to the **Directory of Music Faculties database**
 [Faculty Directory](#)
 - Discounted **conference attendance**
 - Ability to **submit proposals**
 - Access to the **Music Vacancy List (MVL)**
 - Each member maintains **full control over their own profile**, including usernames and passwords—ensuring Admins aren't responsible for managing privacy settings.
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Is my institution listed somewhere?

Yes! Your institution's **logo and image** appear on the Institutional Group Membership page:

 [Institutional Members Page](#)

A link to your department's homepage can also be added (or a general home page if one isn't specified).

Are there any benefits not included in the Group Plan?

Currently, the Group Plan **does not include** additional benefits for:

- MVL advertising
- E-notice advertising
- Mailing label orders

These are being considered for future inclusion.


Is there a plan for undergraduate students?

Yes! CMS also offers a group plan for undergraduates:

 [Undergraduate Group Plan](#)

Need Help or Have More Questions?

We're here to help!

 Call: (406) 721-9616

 Email: membership@music.org