

World Federation of Music Therapy
Federación Mundial de Musicoterapia

World Federation of Music Therapy Bylaws (Revised 2026)

Article 1: Name, Offices and Agent

Section 1.1 **Name.** The name of the non-profit corporation is **World Federation of Music Therapy (Federation)**, duly authorized under the statutes of the state of North Carolina.

Section 1.2 **Principal Office.** The principal office of the Federation shall be as set out in the Articles of Incorporation.

Section 1.3. **Registered Office.** The registered office of the Federation required by law to be maintained in the State of North Carolina may be, but need be, identical with the principal office.

Section 1.4 **Other Offices.** The Federation may have offices at such places, either within or outside the State of North Carolina, as the Council may from time to time determine, or as the affairs of the Federation may require.

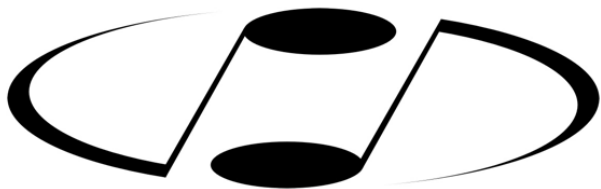
Section 1.5 **Agent.** The Corporation shall continuously maintain within North Carolina a registered agent who shall be designated by the Board of Directors.

Article II: Purposes

This organization is organized exclusively for educational purposes under Section 501(c)(3) of the Internal Revenue Code, including for such purposes, the making of distributions to organizations that qualify under Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue Code.

The specific purposes of this organization are:

- To serve as the international umbrella organization for the profession of music therapy.
- To disseminate information about music therapy worldwide through technology and multimedia.
- To facilitate the exchange of information about music therapy throughout the Federation's eight regions.
- To endorse and promote a World Congress of Music Therapy.
- To collect and share information regarding the status of music therapy education, training, practice, accreditation, licensing, research, government recognition, and affiliate relations among its eight regions.
- To support music therapists in crisis response through professional guidance, educational tools and resources, culturally-sensitive communication, accessible



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materials concerning trauma - and crisis- response tools, and promoting ethical responsibility, awareness and professional resilience through ongoing education.

- To collect and share announcements of educational opportunities and conferences with its members.
- To highlight and share information regarding innovative projects, publications, research, and activities occurring in various parts of the world with its members.
- To promote international cooperation among music therapy associations, music therapists and between music therapy and other, related professional groups.

Article III Membership

Section 3.1 **Membership.** The Federation shall have members as set forth herein.

Section 3.2 **Application for membership**

All applications for membership need to be made on an official World Federation of Music therapy (WFMT) form.

Section 3.3. **Categories of Membership.**

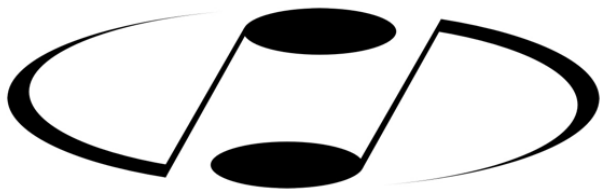
Membership of the Federation shall be divided into the following categories:

Section 3.3.1. **Full Organizational Membership** is open to any music therapy membership organization or society that has the promotion of music therapy as its main objective and that meets the Federation's requirements for full organizational membership as follows: that the organization has a constitution and bylaws and is registered as a music therapy organization or a creative arts therapy organization where music therapy is a professional branch according to the laws of its respective country. Verifiable proof through documentation translated into English must be presented. Individuals holding professional membership in full membership organizations are considered members of the Federation by default but do not receive individual professional membership benefits. Full organizational members have the right to vote.

Section 3.3.2. **Associate Organizational Membership** is open to any university or music therapy training program or other institution or organization related to or interested in music therapy not meeting the criteria for Full Organizational Membership but that includes the promotion of music therapy among its main objectives. Associate organizational members do not have the right to vote.

Section 3.3.3. **Individual Professional Membership** is open to any individual who can provide evidence of educational/organizational designation as a music therapist. Documentation in English must accompany the membership application. Individual professional members do not have the right to vote. Individual professional membership does not imply professional certification or professional status.

Section 3.3.4 **Individual Student Membership** is open to any individual studying to be a music therapist according to their respective country's guidelines/educational standards or



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a student interested in music therapy. Proof of student status translated into English must be presented with the membership application. Student members do not have the right to vote.

Section 3.3.5. **Honorary Life Membership** is bestowed on an individual who has made a substantial contribution to the development of music therapy and/or the World Federation of Music Therapy. Honorary members do not have the right to vote. Candidates for an honorary life membership are nominated by members and voted upon by the Council. **A maximum of six honorary life memberships can be granted within a 3-year term.**

Section 3.3.6. **Patron Membership** is open to individuals, groups, businesses, or organizations that donate funds, services, expertise, networking, etc. to the World Federation of Music Therapy. Patron members do not have the right to vote.

Section 3.4 **Membership Appeal Process.** Applicants not accepted for membership may appeal this decision to the Mediation Board who will either confirm or overrule the decision of the Council. The decision of the Board will be final.

Section 3.5 Responsibilities and benefits of membership in the WFMT are described in the Member's Handbook that is developed and updated on a regular basis by the Council.

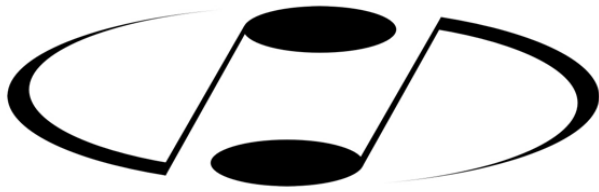
Section 3.6 **Membership Fees**

Section 3.6.1 Membership fees shall be determined by the Council taking into account the size of the member organization, the varied income levels across different countries, the category of membership, and potential universal, region or country-specific crisis situations that severely influence an economy.

Section 3.6.2 If a member organization or an individual does not pay the required fees for the membership period (or by prior arrangement, pay it in three annual installments), membership rights cease, and the name of the organization or person is removed from the membership list.

Section 3.6.3 Individuals or organizations who are unable to pay fees because of hardship, humanitarian or other crisis, illness or unemployment, or other reasons may appeal to the Council via a letter to the Secretary for a reduction of, temporary exemption from (for a specific period of time), or waiver of fees. The appeal will be decided by a vote involving a simple majority of the Council.

Section 3.6.4 Membership in the World Federation of Music Therapy is for a 3-year term from July 1 in the year of the World Congress of Music Therapy to June 30 in the year of the subsequent world congress. All membership rights, including voting, are dependent on the fulfillment of financial obligations (the payment of membership fees for that 3-year period).



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Section 3.7 General Business Meeting and Voting at the General Business Meeting

Section 3.7.1 Voting privileges are only open to organizations that have paid the total amount for the three-year subscription to the Federation for the new term.

Section 3.7.2 General Business Meetings are held at the World Congress every three years. Each full organizational member may delegate a representative to attend the Federation's General Business Meeting. Representatives who are unable to attend may cast their vote online 4 weeks before the Federation's General Business Meeting. Additional meetings are held twice a year online.

Section 3.7.3 Motions will be carried by simple majority vote except for motions concerning constitutional amendments or dissolution.

Section 3.7.4 Each country shall have one vote, thus in countries where there is only one full organizational member association, this association may vote independently. In countries where there is more than one full organizational member association, the vote will be divided according to the number of eligible member associations. These associations are encouraged to come to agreement on particular issues and cast a unified vote. If this can't be done, each association will cast a fractional vote.

Section 3.7.5 Each country has one vote even if there are no member organizations in the country. In this case, the participating Individual Professionals members may share the vote.

Section 3.7.6 Each Full Organizational Member Association must authorize one representative to cast its vote. The authorized name should be sent through institutional email address to the WFMT. The name of the authorized person must be sent to the Secretary at least 5 days prior to voting.

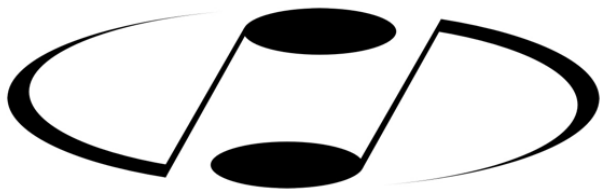
Section 3.7.7 Voting on motions may take place online (via email or electronic voting system) between the Federation's General Business Meetings.

Section 3.7.8 Eligibility to participate in online voting will adhere to section 3.7.

Section 3.7.9 Online votes require a notice of motion a minimum of one month in advance of the vote due date. The motion must be sent through an institutional email address, by email to the WFMT Secretary.

Section 3.7.10 Online votes require a motion, a written rationale for the motion, discussion forum where all members can add content.

Section 3.7.11 The Secretary shall maintain all records pertaining to the motion, discussion and voting.



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ARTICLE IV: Council of the World Federation

4.1 The Council of the World Federation of Music Therapy is responsible for the overall management of the Federation. The Council also determines the long-range goals and objectives of the Federation with regard to the educational needs of its members, transacts its general business, is responsible for its legal status, prepares an annual budget, is responsible and accountable for the control and expenditure of its funds, and supports the organization of a world congress.

4.1.1 The Council consists of not fewer than 7 and not more than 25 Council members. The number of Council members may be increased or decreased by the members by a majority vote at a General Business Meeting at a World Congress or through online voting. The Council shall consist of Officers as set forth in Section 4.6, Commissions and Regional Representatives. Council members may not hold more than one Council position nor serve as a Commission member during the same term unless necessary (that is, when a Council member steps down during a term).

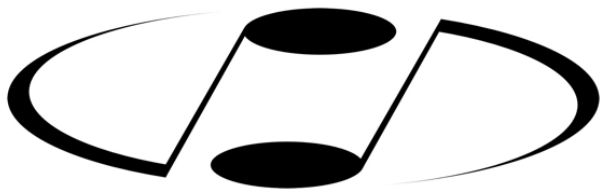
4.1.2 All members of the council will undergo training in cultural humility, cultural sensitivity and cultural diplomacy at the beginning of their 3-year term. This will be provided by the IDEA/DEIA consultant.

4.1.3. All members of the Council are required to become Individual members of the World Federation of Music Therapy. Council members are entitled to vote, except for the President, who votes only in the event of a tie.

4.2 Nominations and Elections. The Council shall be elected by the membership at the World Congress. Individuals seeking nomination to positions in Council may be self-nominated, nominated by a member or any member of Council. Individuals who hold or have recently (within 5 years) held a position of leadership in their respective country, such as officer or member of the association's governing board are preferred. Nominations must include a brief curriculum vitae documenting this. Nominations must be received by the closing date specified in the Call for Nominations announcement.

4.2.1 An ad hoc independent Nominations and Elections Committee, comprised of 3 individuals who are not members of the Council and who are not available to run for office will be appointed by the Council. They will be responsible for managing all aspects of the election process, including receiving nominations, announcing candidates, implementing voting procedures, counting votes and announcing the results to the President. All aspects of the voting process will remain confidential.

4.3 Meeting attendance. Council members are expected to attend all Council meetings. If a Council member cannot attend a meeting, a notice of absence shall be sent to the Secretary at least 6 hours prior to the date and time of the meeting.



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4.4 Council Resignations and Removal. A Council member may resign at any time by giving notice in writing to the President. Such resignations shall take effect at the time specified or if no time is specified, at the time the President receives the resignation.

4.4.1 Any member of the Council and any elected officer may be recalled by a vote of the members. Such a recall vote will act to remove the individual as a member of the Council and as an officer of the Federation. A recall election is held when a quorum of members of the Council or Organizational members petitions in writing to the President or Secretary for such a recall. Criteria for recall include: failure to carry out one's duty as a council Member, excessive missing of meetings (i.e., more than 3 consecutive meetings or 50% of the Council meetings without justifiable circumstances as approved by the President or Secretary. Other criteria may include those actions that represent harm to others, harm to the reputation of the WFMT and its members, financial harm or fraud involving the organization, or rendering the WFMT liable to legal action, such as misconduct, abuse of position, coercion of other members, personal misconduct, breaches of ethical responsibility, actions that bring the Federation into disrepute, non-compliance with the bylaws of the WFMT, facilitating legal vulnerability, unauthorized or misuse of the Federation's funds, and so forth.)

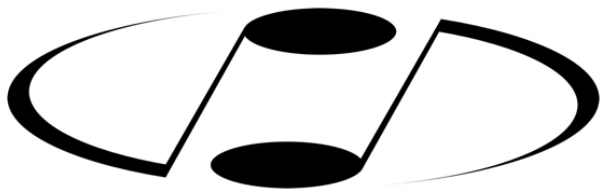
4.4.2 Individuals who are at risk for recall because of these actions or non-action, will be given a verbal warning regarding their behavior. If the action or non-action persists, a written warning will be given. If the situation is not remedied, the matter will be turned over to the Mediation Board to investigate the matter, solicit a response from the person involved and then make a decision regarding the removals.

4.4.3 If a vacancy should occur in the Council by reason of death, resignation, removal, or any other reason, the remaining Council members may continue to conduct the Federation's business. Resigning Council members shall, within 28 days, hand over to their successor or to the President, all items, electronic files, emails or documents associated with the work of the position previously held.

Section 4.5 Council Vacancy. If there is a vacancy on the Council, the President shall fill the vacancy in consultation with Council members prior to an official Council vote.

Section 4.6 Officers of the Federation. The Federation shall have the following officers: President, Past-President, Secretary, Treasurer and Communications Officer. Officers shall be selected primarily for their expertise and experience.

Section 4.7 President. It is mandatory that the incoming President be a person who currently serves or who has served previously on the World Federation Council. The position of President should rotate among the 8 regions of the Federation, and a plan for this rotation must be established and approved by the members. Members elect the President at the Federation's General Business Meeting for a 3-year term. The President is not eligible for re-election to that office.



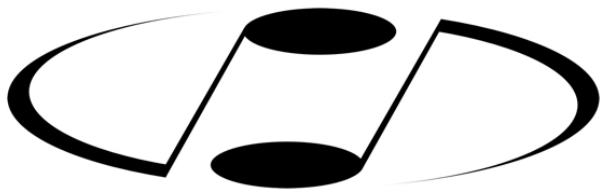
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4.7.1 The President shall represent the Federation in public and give guidance for future developments, maintain the legal status of the Federation, call for meetings, prepare an agenda, and preside over the meetings of the Council and the General Business of the Federation, support collaborations among music therapy organizations and build affiliations with related professional groups, submit an annual written report for circulation to the membership, and appoint persons to fill vacant positions subject to approval by the Council. The President will not be a voting member of Council, but will cast the deciding vote in the event of a tie. Following a 3-year term of office, the President will serve an additional 3-year term as Past-President.

Section 4.8 **Past-President.** The retiring President of the Federation will occupy the position of Past-President without election for a three-year term and continue to vote as a member of the Council. The Past President shall provide continuity and give support to the President and Council; advise the Council on matters of procedure and protocol; attend and participate in Council meetings (online and onsite); take on special projects; work with the World Congress organizers in planning the next world congress; oversee the suggested changes to the bylaws; serve as Council liaison to student groups; and submit an annual written report to the Federation. After this term, the Past-President may not hold additional positions on the Council, but may be called upon for advice or consultation with the Council.

Section 4.9 **Secretary.** The Secretary will serve a 3-year term and is eligible for re-election for one further term of three years. After the second term of office the Secretary is not eligible to serve in any other council position, except President. The Secretary shall administer the new and renewed memberships, maintain a current list of members and post this on the Federation website; transcribe minutes of Council meeting and the General Business Meetings of the Federation and distribute them to members of the respective meetings; forward correspondence to the President and Council members; attend and participate in Council meetings (online and onsite) or send a brief report in the event of absence; submit an annual written report to the Federation; maintain responsibility of the corporate books and records and the corporate seal, and shall affix the corporate seal to any lawfully executed instrument requiring it; maintain and oversee the WFMT archive, ensuring the official records, historical documents, and minutes are properly organized, preserved, and accessible and succeed to Interim Presidency in the case of the death or resignation of the President. In case of the incapacity of the Secretary, the Council shall elect a current Council member to the Interim Presidency position.

Section 4.10 **Treasurer.** The Treasurer shall serve a 3-year term and is eligible for re-election for one further term of three years. After the second term, the Treasurer is not eligible to serve in any other position, except President on the Council. The Treasurer shall set up and administer a bank account for the Federation's funds and provide the President full access to the bank account; reimburse members for necessary expenses; develop a 3-year budget in collaboration with and approved by the Council; provide financial statements (including categorized income and expenditure statements, cash flow



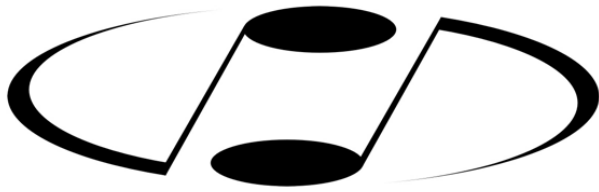
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statement, and balance sheets (assets and liabilities) every two months to the Council and obtain an annual audited financial statement for the previous fiscal year for each annual meeting of the Council to be posted in the website yearly; file annual taxes, submit required reports to government agencies; attend and participate in Council meetings (online and onsite) or send a brief report in the event of absence; and submit an annual written report to the Federation.

Section 4.10.1 One person may carry out the position of Secretary and Treasurer.

Section 4.11 **Communications Officer.** The Communications Officer will serve a term of three years and is eligible for re-election for one further term of three years. After the second term of office, the Communications Officer is not eligible to serve in any other position, except President. The Communications Officer will maintain and update the Federation's website and social media platforms, assume responsibility for identifying, maintaining and updating the content of the website, plan and gather materials for the monthly newsletter to go to members, respond to requests for information from members and the public, develop information sheets and advisories for use by the Federation, submit proposals for new Federation publications to the Council; solicit from members and coordinate the regular flow of information for the website; communicate with Council and general members to obtain and post important international and local news, events, research, publications, governmental actions and activities for the website; submit an annual written report for the Federation. The Communication Officer will have expertise in communications, journalism, public relations, or marketing, paired with experience in media, social media, or corporate communications. Key skills include exceptional writing and editing, strategic planning, content creation, media relations, and proficiency in communications and social media tools.

Section 4.12 **Inclusion, Diversity, Equity, and Accessibility Consultant.** The IDEA/DEIA Consultant will serve to advise Officers, Commissions, and Regional Representatives concerning IDEA/DEIA issues that arise in carrying out the mission of the WFMT. In addition, the IDEA/DEIA will provide training on an annual basis to the Council and Commission members as well as other parties involved in carrying out the mission of the WFMT. The IDEA/DEIA consultant will serve a term of 3 years and this term may be renewed for a total of 3 years. This consultant will be paid a salary, the amount of which shall be determined by the Council. This officer may be re-appointed by the subsequent Council. The IDEA/DEIA Consultant will be someone outside the field of music therapy who has no conflicts of interest with member associations or Council members and has the following qualifications: 1) Deep Expertise & Knowledge: Proficiency in core concepts like implicit bias, intersectionality, and, systemic inequities, etc. 2) Facilitation & Communication Skills: Ability to create a safe, psychologically safe container for uncomfortable conversations, with skill in managing diverse perspectives and engaging stakeholders at all levels. 3) Relevant, Experience & Niche Focus: Proven track record in implementing sustainable change often specializing in areas like, racial, equity, disability, inclusion, or, gender equity. 4) Cultural Competence & Empathy: Ability to deeply understand diverse perspectives and foster an inclusive environment. 5) Accountability &



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Courage: Willingness to hold leaders accountable for progress and address power dynamics directly. 6) Passion & Resilience: A demonstrated commitment to the work, coupled with the emotional stamina to navigate challenging, interpersonal dynamics. 7) Strategic Thinking: Ability to integrate DEI into the core business strategy rather than treating it as a separate check-the-box activity. 8) The IDEA/DEIA Consultant will have training and experience in conflict resolution.

4.12.1 The IDEA/DEIA Consultant will provide training to all members of the Council in cultural humility, cultural sensitivity and cultural diplomacy at the beginning of their 3-year term.

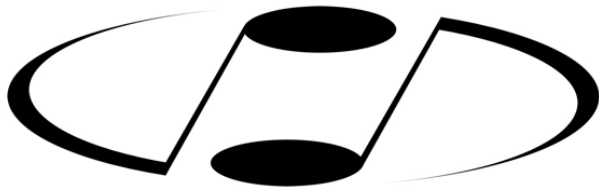
ARTICLE V: COMMISSIONS

Section 5.1 There will be a minimum of 8 standing commissions and no more than 2 additional commissions of the Federation. The 8 standing commissions of the Federation may include 1) Music Therapy Practice Commission, 2) Education Commission, 3) Recognition, Certification and Regulation Commission, 4) Global Crisis Response Commission, 5) Public Relations Commission, 6) World Congress Commission, 7) Research and Publication Commission, and 8) Innovation and Technology Commission. Other commissions may be formed with approval of the Council.

5.1.1 **The Music Therapy Practice Commission** will maintain and ensure a global perspective and assume a culturally-sensitive approach to music therapy practice internationally in their work. In providing information on music therapy practice around the globe and supporting professional growth in the field, they will expose the multiplicity of views of music therapy practice with an emphasis on collaboration, inclusivity and cultural diplomacy. This Commission will identify types of advanced and/or specialized practice, as well as traditional and new and evolving schools of practice.

5.1.2 **The Education Commission** will collect and provide information regarding current music therapy training programs around the world (public and private universities, institutes, etc.) as well as advanced and specialized training courses offered in different formats, curricula, educational materials, clinical training types, levels, and models, designated music therapy competencies, and other types of information relevant to the professional training of music therapists.

5.1.3. **The Recognition, Certification and Regulation Commission** will collect and provide information regarding the following. 1) The governmental recognition and professional status of music therapy across the globe and procedures used by music therapists to secure and maintain this recognition. 2) The ways in which music therapists achieve and maintain professional certification in various countries, how and by whom certification is granted, types of certification offered, etc. and 3) The ways in which music therapy is regulated in various countries, who is responsible for regulation, titles of music therapists, privileges of practice, educational and training requirements, and other information relevant to recognition, certification and regulation, as these categories are



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likely to overlap in different countries, and processes will be somewhat unique in each country.

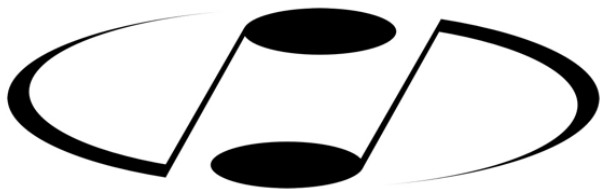
5.1.4 The Global Crisis Response Commission will: 1. provide education, educational tools, professional guidance, emotional support, and advocacy resources to prepare and equip music therapists to respond effectively to both natural and human-made crises. 2) facilitate ethical and inclusive communication and engage in culturally sensitive, human-centered communication with music therapists around the world, offering solidarity, connection, and timely access to support during crises. 3) promote access to resources and evidence-informed practice and maintain a curated, accessible collection of trauma- and crisis-response tools, research, and reference materials on the WFMT website to strengthen practice and preparedness. 4) foster global networking and knowledge exchange as well as cultivate inclusive, interdisciplinary partnerships and collaborative networks that enable music therapists to share best practices in trauma-informed care and crisis response. and 5) encourage lifelong learning and global advocacy and promote awareness, ethical responsibility, and professional resilience through ongoing education, innovation, and international advocacy in trauma and crisis intervention.

5.1.5 The Public Relations Commission will provide materials and strategies to the Council and WFMT members to assist in promoting awareness and accurate knowledge of the music therapy profession throughout the world, including to other professionals and the public at large. This Commission will work closely with the Communications officer to facilitate efficient communication within and beyond the WFMT. In addition, this Commission will address specific requests for the development of promotional materials and strategies for specific events (such as an annual Music Therapy Day throughout the world), and special occasions and opportunities to increase awareness of music therapy throughout the world.

5.1.6 The World Congress Commission will be responsible for the preparation and offering of a congress every 3 years. The members of this Commission will include representatives of associations in the country hosting the congress as well as representatives of local and regional organizations supporting the congress event.

5.1.7 The Research and Publications Commission will collect and make accessible to WFMT members information regarding important music therapy research studies published in various countries. In addition, this Commission will provide various types of webinars, publications, and materials regarding research methods, important topics and trends in music therapy research, and other relevant topics as well as encourage regional and cultural comparative studies. This Commission will also support an annual publication of a magazine of the WFMT. The Editor of this publication will serve as a member of the Commission.

5.1.8. The Innovation and Technology Commission will collect and distribute information that advances the development of music therapy education, research and practice to include innovations and new technologies relevant to these areas, such as



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telehealth practice, digital applications of music therapy, Artificial Intelligence, etc. This Commission will also advise WFMT members regarding ethical and professional precautions involved when engaging with new and innovative practices.

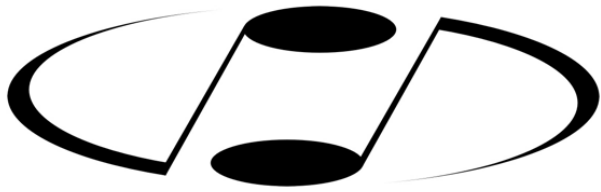
Section 5.2. Commission Chairpersons. Each Commission will have a chairperson. Individuals with expertise needed to lead specific commissions will be nominated by members in a manner similar to that used for Officer nominations. The Chairperson of each Commission will be elected at the Federation's General Business Meeting by voting members. Commission chairs will be elected for a three-year term and are eligible for re-election for one further term of three years, except for the World Congress chairperson who will serve only one term of three years. Following a second term, Commission chairs are not eligible to serve in any other position on the Council except for President. The Chairperson of each Commission shall receive a charge from the Council and provide a mission statement of the Commission with goals and objectives to be accomplished during the three-year term; propose projects that meet the goals and objectives and include purpose, implementation plans, and timelines for the three-year terms on the Council; review documents and respond to calls for actions with specific deadlines; attend and participate in Council meetings (online and onsite) or send a brief report in the event of absence; contribute updates on the work of their commission to the Federation website; and submit an annual written report to the Federation.

Section 5.3 Commission members. Members of each commission (at least 4 and no more than 5 with each representing a different geographical region) are appointed by the Chairperson with input from the Officers, Commission Chairpersons and Regional Representatives. The chairpersons will serve as representatives from their respective regions. Members will serve a three-year term and may be re-appointed for one further term of three years. Commission members are expected to attend all meetings called by the Commission Chairperson and participate actively meeting established deadlines for specific tasks and projects. Committee members are accountable to their respective regions. If commission members miss more than 50% of meetings and do not meet expected deadlines, they will be asked to resign by the chairperson who will then ask the respective regional representative to suggest a replacement.

ARTICLE VI: REGIONAL REPRESENTATIVES

6.1 There will be 8 regional representatives on the Council. Each region is its own commission, representing one of the following eight regions of the world: Africa, Australia/New Zealand; Latin America and the Caribbean; Canada & USA, Europe; Southeast Asia, Eastern Mediterranean, and Western Pacific. Regions will elect their representative to the Council using the same nomination and election procedure used for Officers and Commissioners.

6.2 The Regional Organization of officially constituted regions of the Federation, for example the European Music Therapy Committee (EMTC) or the Latin American and Caribbean Committee (CLAM), shall nominate the individual(s) who will run for the



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position of Regional Representative, and those nominees will be subject to approval in accordance with this Bylaws. In this way, there is a direct line of representation from the Regional Representative to each full organizational member in each country.

6.2.1. Regions without an official regional organization are strongly encouraged to form one. If there is no official regional organization in a region, the existing associations that are full organizational members of the Federation will nominate the individual(s) who will run for the position of Regional Representative, who will serve on the Council and will be subject to approval in accordance with these Bylaws. Each country in the region will have one vote in deciding this person, irrespective of the number of full organizational members in the country. The Regional Representative must hold a leadership role in one of the existing associations that are full organizational members of the Federation in that region. The elected Regional Representative must reside in the region they represent. It is also strongly encouraged that each region, while having its Regional Representative on the Council, may also form a Regional Committee in order to promote collaboration and communication among the members of that region, as well as to decentralize decision-making in the aforementioned regions.

6.3 Regional representatives will be voting members and technically serve a term of three years. The person serving as regional representative may change during the three-year term of office due to differences in terms in the regional organization. Similarly, the region may change their designee or rotate their representative among different countries during the three-year term if there is not an official regional organization.

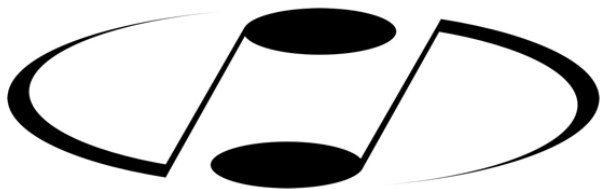
6.3.1 Each regional representative shall communicate regularly with the associations they represent in their region; collect and provide information about the region for dissemination on the Federation website; review documents and respond to calls for action by a specific deadline; attend and participate in Council meetings (online and onsite) and send a brief report in the event of absence.

6.4 Regional organizations, as similar to CLAM and the EMTC, will establish their own infrastructure, committees and procedures for working together.

6.5 Regional representatives and their organizations will be responsible for coordinating student members of the WFMT and their activities and work with the Assembly of Student Delegates.

ARTICLE VII: COUNCIL MEETINGS

7.1 Regular meetings of the Council shall be held as set forth herein. A meeting of the new Council shall be held at the site of the World Congress immediately following the closing of the Congress. In addition, face-to-face meetings of the Congress shall take place annually whenever possible; additional meetings shall take place through an on-line platform. For all meetings, an agenda shall be distributed at least 14 days prior to the meeting. A General Business Meeting for the Federation's members shall take place at the World



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Congress. Three months' notice is required for this meeting. An agenda shall accompany the notice.

7.2 Quorum. A quorum of the Council shall consist of no fewer than three Officers of the Council, four Commission Chairpersons and four Regional Representatives. For a General Business Meeting, a quorum shall consist of two-thirds of the member organizations, including absentee votes cast in advance of the meeting.

7.3 Meeting Procedures. Meetings of the Council will be conducted according to democratic Parliamentary Procedure.

7.4 Action During a Meeting. Except as otherwise provided in these Bylaws or required by applicable law, the affirmative vote of the Council present at a meeting of the Council shall be the act of a simple majority of the Council, if a quorum is present when the vote is taken.

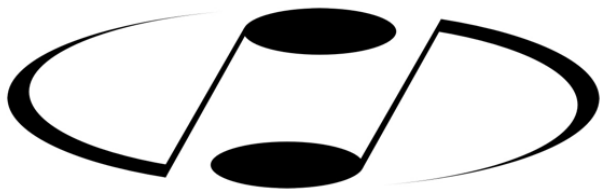
7.5 Action Without Meeting. Action required or permitted to be taken by the council at a meeting may be taken without a meeting if the majority of members of the Council vote in the affirmative whether by mail-in ballot or email. Action so taken is effective when the last Council member votes in the affirmative unless the action specifies a different effective date.

7.6 Participation by Conference Telephone or Online Platform. Any one or more members of the Council may participate in a meeting of the Council by means of a conference telephone, online platform or similar communications device that allows all persons participating in the meeting to simultaneously hear each other during the meeting, and such participation in a meeting shall be deemed presence in person at such meeting.

ARTICLE VIII: WORLD CONGRESS

Section 8.1 Only Full Organizational Members may submit a proposal for hosting the World Congress of the World Federation of Music Therapy. The venue and date of the World Congress shall be received and considered up to six years in advance. Detailed information regarding the location, venue, financial resources available, and support from other music therapy associations, organizations and training programs must be included in a preliminary proposal. It is recommended that the proposal also includes statements of support from other relevant bodies. The report will be reviewed and confirmed by the Council at least three years (and preferably longer) before the proposed World Congress. If there are multiple proposals, the Council will decide through majority vote which proposal, if any, will be accepted. In the event that no proposal is approved by the Council, or a proposal is withdrawn by the sponsor, new proposals will be solicited by the Council.

Section 8.2 Where one or more letters of intent and proposals have been received in time, the Council will review the documents and invite proposals to be presented at the General Business Meeting of the World Congress. All members have the right to attend this



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presentation. The final decision regarding the location of all Congresses will be made by the members at the General Business Meeting or by email vote following the Congress.

8.3. The sponsor of the proposal for the subsequent World Congress or someone selected by the sponsor to be the Coordinator of the World Congress will automatically assume a Council position as Commission Chairperson with its respective voting privileges and will serve a three-year term without the possibility of a second term.

8.4 Only a Congress authorized by the Federation shall be allowed to use the title, "World Congress of Music Therapy."

8.5 Proposals to host the World Congress should include the following requirements.

8.5.1 The Congress organizer must demonstrate the necessary local and national support from music therapy organizations in the country.

8.5.2. The Congress organizer shall establish a registration fee structure that actively promotes equitable global participation and reflects the economic realities of participants from different world regions. In determining registration categories and reduced-fee policies, particular consideration shall be given to participants from historically underrepresented or economically disadvantaged regions, any economic classification system used for fee determination should take into account not only national income indicators, but also broader measures of affordability and purchasing power in order to support fair and meaningful international access to the Congress.

8.5.3 Different economic grades of accommodation must be offered to participants, ranging from student accommodation and 1* to 6* hotel facilities.

8.5.4 A clear timeframe for preparation and for the activities of the congress should be provided.

8.5.5 All publicity and information regarding the Congress should be written in English and the language of the host country as a basic minimum.

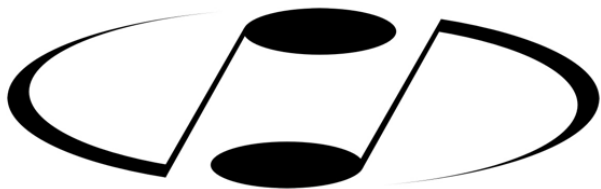
8.6 Proposals for the Congress should adhere to the following guidelines.

8.6.1 A balance of paper presentations, seminars, panels, round tables, workshops and poster sessions should be included in the scientific program

8.6.2 Space and time should be allowed in the venue and Congress program for Council meetings and a General Business Meeting.

8.6.3 Plenary sessions should be in English and the language of the host country.

8.6.4 The Congress organizer must appoint an international scientific committee with representatives from the 8 regions who possess diverse expertise and approaches. No more than 30% of the international scientific committee must come from the host country.



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8.6.5 The Congress organizer will provide 10 professional scholarships. The decision on who will receive these will remain with the organizer.

8.6.6 The timeframe for the call for papers, scientific review and notification of acceptance should be clearly defined two years before the congress, and all authors of accepted proposals notified no later than 6 months before the congress, and earlier if possible.

8.6.7 The Congress organizer will create or utilize an existing website to provide information about the congress, including online proposal submissions and congress registration,

8.6.8 Congress abstracts will be published by the Federation for online distribution.

8.7. Rotation of Congress Location. The Congress location should rotate every three years according to an established rotation plan. Thus, regions will know in advance when it is their turn to host a World Congress. If a region is not able to host a World Congress when it is their turn, the region may make arrangements to exchange a turn with another region that may be prepared to host a Congress at an earlier time.

8.8 Revenue. The Congress Organizer is responsible for the finances of the World Congress and takes full responsibility. Financial statements should be made available to the Council upon request if needed for tax or legal purposes.

Article IX: Student Membership: Engagement and Participation

9.1 Purpose. Student Membership shall promote active engagement, professional development, leadership cultivation, and international collaboration in alignment with the Federation's mission. Formal mechanisms shall exist for student input, including the right of the Assembly of Student Delegates (ASD) to submit recommendations to the Council.

9.2. Governance and Representation

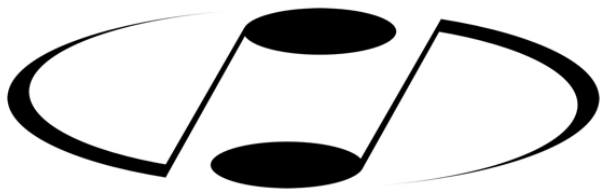
9.2.1. The Assembly of Student Delegates (ASD) shall serve as the representative body of Student Members.

9.2.2 The ASD shall maintain formal channels for submitting recommendations and feedback to the Council.

9.2.3 Regional student representation shall be established and periodically reviewed to ensure equitable global representation.

9. 3. Membership Structure and Transition

9.3.1 Student Membership shall be offered on a renewable basis, with terms defined by the Federation.



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9.3.2 A formal pathway shall exist to support transition from Student Membership to Early-Career or Professional Membership upon completion of training.

9.3.3 The Federation may establish reduced membership fees for a defined transitional period following graduation.

9.4. Engagement and Participation. The Federation shall provide structured opportunities for student engagement, including educational activities, networking, and professional participation, to support the development of future leaders in music therapy.

9.5 Career Development and Mentorship. The Federation shall support professional development opportunities for Student Members, including mentorship and career-oriented initiatives.

9.6. Communication and Access to Information. The Federation shall ensure consistent and accessible communication with Student Members, including information regarding membership benefits, governance, and participation opportunities.

9.7. Financial Accessibility and Inclusion. The Federation shall promote equitable access to Student Membership through measures such as tiered fee structures, subject to available resources.

9.8. Academic and Educational Resources. The Federation shall facilitate access to academic and professional learning resources to support student education and development.

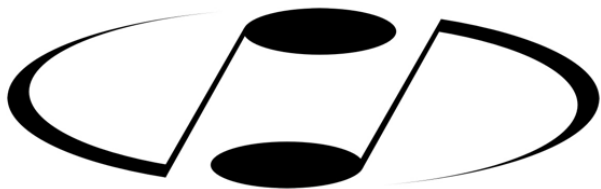
9.9 Regional and International Collaboration. The Federation shall encourage regional engagement and international collaboration among Student Members, including partnerships with national and regional organizations.

9.10. Cross-Cultural Engagement. The Federation shall promote cross-cultural learning and collaboration among Student Members in a manner consistent with principles of equity, reciprocity, and respect for cultural diversity.

9.11. Leadership Development. The Federation shall provide opportunities for Student Members to develop leadership skills and participate in organizational activities that support future governance roles.

9.12. Evaluation and Continuous Improvement. The Federation shall establish mechanisms for periodic evaluation of Student Membership engagement and satisfaction to inform ongoing development and improvement.

ARTICLE X. WFMT PUBLICATIONS



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10.1 The WFMT will offer a range of educational publications in print or digital form to its members on a range of topics, including research, practice, governmental recognition, etc.

10.2 Minimally, the WFMT will publish a magazine on a yearly basis, the content of which will be informational and educational in nature. It is imperative that the magazine, and all other publications, is accessible to members in their own languages, and all available technology should be employed to ensure this accessibility.

10.3 The content of the magazine will be determined by the Research and Publication Committee in collaboration with the Communications Officer and approval by the Council.

ARTICLE XI: MEDIATION BOARD

11.1 The Federation shall maintain a Mediation Board responsible for assisting in the resolution of disputes among members, the Councils, and organizational bodies of the Federation.

11.1.1 The goal of the Mediation Board is to ensure the speedy and fair resolution of conflicts, to provide for review processes that guarantee the fair and reasonable application of WFMT policies to members, and to encourage mediation of potential conflicts at the earliest possible moment.

11.1.2 The activities of the Mediation Board involve the resolution of disputes to ensure fairness, protect relationships and maintain governance integrity.

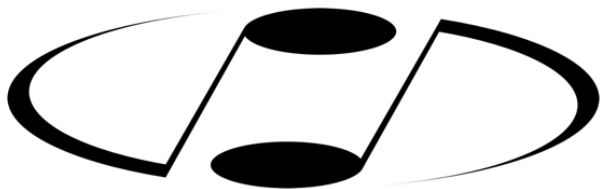
11.1.3 The mediation board will resolve disputes involving national associations, regional governance and/or professional recognition issues. The mediation board provides a neutral, structured way to handle these conflicts.

11.2 The Mediation Board will comprise 5 members who represent various regions. Four regions will be represented in the board; in the subsequent election the other 4 regions will have a representative. The Mediation Board members are elected by the membership with attention to regional representation and professional expertise.

11.2.1 Ideally, Mediation Board members will include 1 WFMT Past-President, and 2-3 senior members of the WFMT with governance experience and regional diversity. No current Council members are eligible to serve on the Mediation Board.

11.3 The members of the Mediation Board will have experience within their own organizations in various leadership positions and will need to undergo specific training in mediation at the beginning of their tenure on the board.

11.4 A slate of potential Mediation Board members will be nominated by member associations and will be elected at World Congresses. Mediation Board members will serve a term of 3 years with a maximum of two consecutive terms.



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11.5 The Mediation Board will elect its Chair at its first meeting

11.6 Appeals are conducted in accordance with the document titled Handbook for Mediation Board through the Past-President. This Handbook is developed and used for Mediation Board work.

11.7 The Mediation Board shall review disputes referred to it and attempt to resolve them through mediation. The Board's decision is final with no further appeal permitted. Where mediation is unsuccessful, the Board may issue recommendations to the Council for final action except when the Council or any of its members are involved in the dispute. In this case, the decisions of the Mediation Board are final.

11.8 Any official action taken by an elective or appointive Council member or any official commission or group within the Federation may be appealed. Any person who wishes to appeal the official action taken by any appointive or elective Council member or any official Commission or group within the Federation may appeal in writing to the Past-President, who acts as a liaison between the Council and Mediation Board as well as a member of the Mediation Board. The Past-President forwards appeals to the Mediation within 90 days of notification of said action. An appeal concerning the Past-President should be made in like manner to the President of the Federation.

11.9 To ensure transparency, all relevant parties are included in all official correspondence during the mediation process.

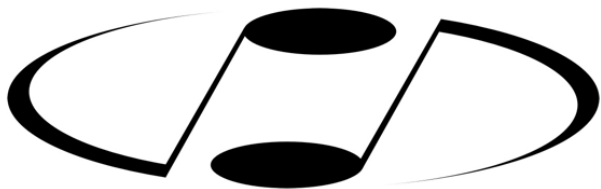
ARTICLE XII: CONTRACTS, LOANS AND DEPOSITS

12.1 The Council may authorize any Officer or Officers, Agent or Agents to enter into any contract or execute and deliver any document or instrument on behalf of the World Federation, and such authority may be general or confined to specific instances. Any resolution of the Council authorizing the execution of documents by the proper Officers of the Federation or by the Officers generally and not specifying particular Officers shall be deemed to authorize such execution by an Officer if such execution is within the scope of the duties and of such other office. The Council may by resolution authorize such execution by means or one or more facsimile or electron signature.

12.2. No loans shall be contracted on behalf of the Federation, and no evidence of indebtedness shall be issued in its name unless authorized by the Council through a vote in accordance with these bylaws.

12.3 Checks and Drafts. All checks, drafts or other orders for the payment of money issued in the name of the Federation shall be signed by such Officer or Officers of the Federation and in such manner as shall from time to time be determined by resolution of the Council.

12.4. Deposits. All funds of the Federation not otherwise employed or invested shall be deposited to the credit of the Federation in such depositories as the council directs.



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ARTICLE XIII: FINANCES, RECORDS AND REPORTS

13.1 Records at Principal Office. The Federation shall keep a copy of the following records at the Federation's principal office on online in a secure cloud-based platform:

- a. Its Articles or restated Articles of Incorporation and all amendments to them currently in effect.
- b. Its Bylaws or restated Bylaws and all amendments to them currently in effect.
- c. The minutes of all members' meeting and records of all action taken by members without a meeting, for the past three years
- d. All written communications to members generally within the past three years and the financial statements required by law to be made available to the members for the past three years, and
- e. A list of the names and business addresses of the members of the Council and its Officers

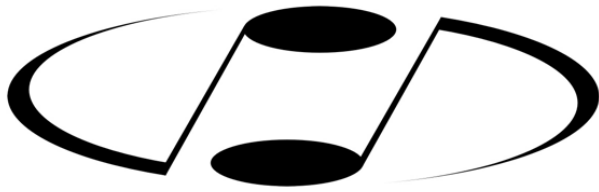
13.2 The financial activity of the Federation is managed by the Council in accordance with the Council's financial control policies and procedures.

ARTICLE XIV: GENERAL PROVISIONS

14.1 **Seal.** The corporate seal of the Federation shall consist of two concentric circles between or within which are the name of the Federation, the state of incorporation, the year of incorporation and the word, "SEAL." The seal may be used by causing it or a facsimile thereof to be impressed, affixed, stamped, or reproduced by any means. Any Officer of the Federation authorized to execute or attest a document on behalf of the Federation may affix or reproduce on such document as and for the corporate seal of the Federation, a seal in any other form sufficient to evidence that it is intended by such officer to represent the corporate seal of the Federation, in which case such seal shall be as effective as the corporate seal in the form herein prescribed.

14.2 **Notice and Waiver of Notice.** Except as otherwise provided in the Articles of Incorporation or these Bylaws, any notice permitted or required to be given pursuant to these Bylaws may be given in any manner permitted by applicable law and the effect therein provided. Without limiting the generality of the foregoing, written notice by the Federation to a member is effective when sent to the email addresses provided by the member to the Federation.

14.3 **Fiscal Year.** The fiscal year of the Federation shall run from July 1 to June 30.



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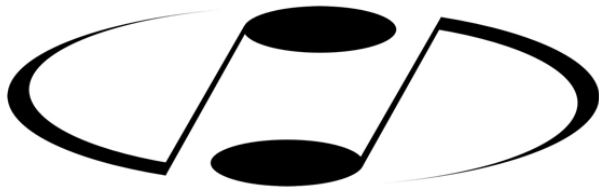
14.4 Indemnification. The following are indemnified against liabilities of the Federation

- a. Member organizations in all categories and the members of such organizations.
- b. Individual members, whether professional, associate, student, honorary, patron members and
- c. Members of the Council

14.4.1 The persons listed above have a right to be indemnified by the Federation to the fullest extent permitted by law against (a) expenses, including reasonable attorneys' fees, actually and necessarily incurred by him or her in connection with any threatened, pending, or completed action, suit or proceeding, whether civil, criminal, administrative, or investigative, whether formal or informal, and whether or not brought by or on behalf of the Federation, arising out of his or her status as a member of the Council, an Officer, and employee or agent of the Federation, or his or her service, at the request of the Federation, as a member of the Council, officer, partner, trustee, employee, or agent of any other corporation, partnership, joint venture, trust or other enterprise or as a trustee or administrator under an employee benefit plan or his or her activities in any of the foregoing capacities; and (b) any liability incurred by him, including without limitation, satisfaction of any judgment, money decree, line (including any excise tax assessed with respect to an employee benefit plan), penalty or settlement, for which he or she may have become liable in connection with any such action, suit or proceeding.

14.4.2 Any person who at any time after the adoption of this Bylaw serves or has served on the Council shall be deemed to be doing or to have done so in reliance upon, and as consideration for the right of indemnification provided herein, and any modification or repeal of these provisions for indemnification shall be prospective only and shall not affect any rights or obligations existing at the time of such modification or repeal. Such right shall inure to the benefit of the legal representatives of any such person, shall not be exclusive of any other rights to which such person may be entitled apart from the provisions of this Bylaw, and shall not be limited by the provisions for indemnifications in Sections 55A-8-50 through 55A-8-57 of the North Carolina Nonprofit Corporation Act or any successor statutory provisions. Any person who is entitled to indemnification by the Federation hereunder shall also be entitled to reimbursement of reasonable costs, expenses, and attorneys' fees incurred in obtaining indemnification.

14.5 Amendments. Amendments to the Bylaws may be recommended by Council or by Full Organizational members and must be confirmed by a vote of two-thirds of members present and eligible to vote at the General Business Meeting or if the motion is made online. Section 3.5 shall apply.



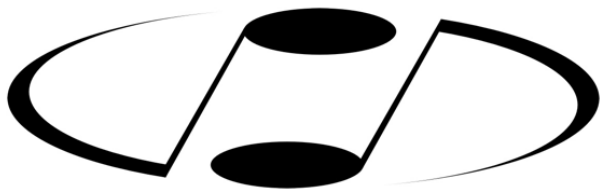
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14.6 Conflict of Interest. No director, officer or agent of the Federation shall obtain any direct or indirect economic stake in any entity participating in the programs of the Federation, and the Federation shall not employ any individual who serves as a director or officer of such an entity or an individual who owns a stake in any such entity. It is the policy of the Federation that no Director, officer or agent of the Federation shall receive any personal or private benefit resulting from the activities of the Federation or from the receipt of funds by the Federation from the State of North Carolina or from any other source, apart from reasonable compensation for services rendered and reimbursement for reasonable expenses incurred in the conduct of the business of the Federation. In furtherance of this policy, the Council shall adopt a comprehensive Conflict of Interest policy consistent with this provision.

14.7 Prohibited Activities. No part of the net earnings of the Federation shall inure to the benefit of or be distributed to its members, Directors, Officers or other private persons except that the Federation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of purposes set forth in these Articles of Incorporation. No substantial part of the activities of the Federation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Federation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. The WFMT is not a political organization and must not take political positions in any global or regional crisis situations. Notwithstanding any other provisions of these articles, the Federation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Code or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.

14.8 Non-Discrimination Policy. The Federation shall not discriminate on the basis of race, religious preference, national or ethnic origin, disability, gender, sexual orientation, creed, ancestry, age, marital status, military status, political affiliation or belief, and any other legally protected categories, in either the hiring and other employment practices of the Federation. The Federation shall conduct all of its activities in accordance with all applicable local, state and federal anti-discrimination laws, as well as in accordance with all other laws and regulations applicable to the operation of non-profits in the State of North Carolina.

14.9 Dissolution. The Federation may be dissolved by a resolution of the Council confirmed by a vote of two-thirds of the Full Member organizations represented at the General Business Meeting. The dissolution must follow the methods and procedures set out in the North Carolina Nonprofit Act. Members must be notified of this at least one year prior to the Federation's General Business Meeting at which the vote is taken or as soon as possible under the circumstances. Upon the dissolution of the Federation, the council shall, after paying or making provision for the payment of all of the liabilities of the Federation, dispose of all of the assets of the Federation



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exclusively for the purposes of the Federation in such manner, or to such organization or organizations organized and operated exclusively for religious, charitable, educational, scientific or literary purposes as shall at the time qualify as an exempt organization of organizations under Section 501(c)(3) of the Code as the Council shall determine, or to federal, state, or local governments to be used exclusively for public purposes. Any such assets not so disposed of shall be disposed of by the Superior court of the county in which the principal office of the Federation is then located, exclusively for such purposes or to such organizations, such as the court shall determine which are organized and operated exclusively for such purposes, or to such governments for such purposes.

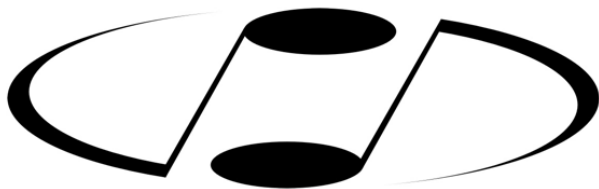
14.9.1 The following are excluded from the distribution of revenues and assets

- a. Member organization in all categories and the members of such organizations
- b. Individual members, whether professional, associate, student or honorary and
- c. Patron members

List of Countries in Each of the Eight Regions of the World Federation

AFRICA

- Algeria
- Angola
- Benin
- Botswana
- Burkina Faso
- Burundi
- Cameroon
- Cape Verde
- Central African Republic
- Chad
- Comoros
- Côte d'Ivoire
- Democratic Republic of the Congo
- Equatorial Guinea
- Eritrea
- Ethiopia
- Gabon
- Gambia
- Ghana
- Guinea
- Guinea-Bissau
- Kenya
- Lesotho
- Liberia
- Madagascar
- Malawi
- Mali
- Mauritania
- Mauritius
- Mozambique
- Namibia
- Niger
- Nigeria
- Rwanda
- Republic of the Congo
- Sao Tome and Principe
- Senegal
- Seychelles
- Sierra Leone
- South Africa
- South Sudan
- Eswatini
- Togo



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- Uganda
- Tanzania
- Zambia
- Zimbabwe

AUSTRALIA/NEW ZEALAND

- Australia
- New Zealand

CANADA & THE USA

- Canada
- USA and US Territories, except Puerto Rico

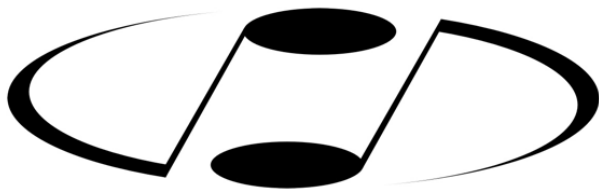
LATIN AMERICA & THE CARIBBEAN

- Antigua and Barbuda
- Argentina
- Bahamas
- Barbados
- Belize
- Bolivia (Plurinational State of)
- Brazil
- Chile
- Colombia
- Costa Rica
- Cuba
- Curacao
- Dominica
- Dominican Republic
- Ecuador
- El Salvador
- Grenada
- Guatemala
- Guyana
- Haiti
- Honduras
- Jamaica
- Mexico
- Nicaragua
- Panama
- Paraguay
- Peru
- Puerto Rico
- Saint Kitts and Nevis
- Saint Lucia
- Saint Vincent and the Grenadines
- Suriname
- Trinidad and Tobago

- Uruguay
- Venezuela (Bolivarian Republic of)

EUROPE

- Albania
- Andorra
- Armenia
- Austria
- Azerbaijan
- Belarus
- Belgium
- Bosnia and Herzegovina
- Bulgaria
- Croatia
- Cyprus
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Georgia
- Germany
- Greece
- Hungary
- Iceland
- Ireland
- Israel
- Italy
- Kazakhstan
- Kyrgyzstan
- Latvia
- Lithuania
- Luxembourg
- Malta
- Moldova
- Monaco
- Montenegro
- Netherlands
- North Macedonia
- Norway
- Poland
- Portugal
- Romania
- Russia
- San Marino
- Serbia
- Slovakia
- Slovenia



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- Spain
- Sweden
- Switzerland
- Tajikistan
- Turkey
- Turkmenistan
- Ukraine
- United Kingdom
- Uzbekistan

- Pakistan
- Qatar
- Saudi Arabia
- Somalia
- Sudan
- Syria
- Tunisia
- United Arab Emirates
- Yemen

SOUTHEAST ASIA

- Bangladesh
- Bhutan
- Democratic People's Republic of Korea
- India
- Indonesia
- Maldives
- Myanmar
- Nepal
- Sri Lanka
- Thailand
- Timor-Leste

EASTERN MEDITERRANEAN

- Afghanistan
- Bahrain
- Djibouti
- Egypt
- Iran
- Iraq
- Jordan
- Kuwait
- Lebanon
- Libyan
- Morocco
- Oman

WESTERN PACIFIC

- Brunei Darussalam
- Cambodia
- China
- Cook Islands
- Fiji
- Japan
- Kiribati
- Lao People's Democratic Republic
- Malaysia
- Marshall Islands
- Micronesia (Federated States of)
- Mongolia
- Nauru
- Niue
- Palau
- Papua New Guinea
- Philippines
- Republic of Korea
- Samoa
- Singapore
- Solomon Islands
- Tonga
- Tuvalu
- Vanuatu
- Vietnam

Note: This list will be updated throughout the term in accordance with updates issued by the WHO.