



Royal Conservatoire *of* Scotland

**Known as the Royal Scottish Academy of Music and Drama
until 1 September 2011**

School of Music

Guide For Applicants

**Courses beginning in
September 2012**

Bachelor of Arts (Scottish Music) with Honours*
Bachelor of Arts (Scottish Music – Piping) *
with Honours

** subject to institutional revalidation*

GUIDE FOR APPLICANTS

For Entry in 2011/12

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Introduction

Thank you for your interest in the Conservatoire. If you require any further information regarding the application and selection process generally or, more specifically, about your own application please do not hesitate to contact Admissions within Academic Administration and Support in the first instance. Contact details are:

Tel: 0141 332 4101
email: musicadmissions@rsamd.ac.uk
website: <http://www.rsamd.ac.uk>

This Guide contains important information regarding the completion of your application form, the nature of the BA (Honours) Scottish Music/Piping with Honours course and the selection process. Please read this document carefully before submitting your application and retain it for reference throughout the selection process. For information on the Bachelor of Music (Honours) and BEd (Music) with Honours course, please refer to the relevant guide on our website.

Closing Date

Closing date for all on-time undergraduate applications is **1 October 2011**.

Audition Period

The main Audition Period for all undergraduate courses (with the exception of the BEd Music course) is **7-11 November 2011**.

Application Procedure

The Royal Conservatoire of Scotland, together with six other UK Conservatoires, participate in an online admissions service. Applications for all programmes offered by the School of Music must be made online through the **Conservatoires UK Admissions Service (CUKAS)** website at www.cukas.ac.uk. The Royal Conservatoire of Scotland institution code is R58. You will find details of the admissions process on that website and you can call CUKAS on 0870 112 2208 should you need advice or assistance.

You will also require the following course codes to apply:

| Course | Course Code |
|-----------------------------------|-------------|
| BA (Hons) Scottish Music | 250F |
| BA (Hons) Scottish Music – Piping | 251F |

Application Fee and Submission of Application Form

There is a CUKAS application fee of £15. In addition to that application fee, each Conservatoire charges an audition fee. For the Royal Conservatoire of Scotland, the audition fee is £45 per programme applied for. Fees are not refundable. The fees are paid via the CUKAS website and not directly to the Conservatoire. Please note that if a late application is submitted (after 1st of October), an additional late fee of £15 is required.

Tuition Fees and Funding

For up to date information on tuition fees please see <http://www.rsamd.ac.uk/studyhere/fees/>. Please contact Student Finance (studentfinance@rsamd.ac.uk) if you require further information on fees or funding.

Scholarships

The Royal Conservatoire is able to offer a number of entrance scholarships which are awarded as part of the audition/selection process on the basis of merit.

BA (Scottish Music) Honours / BA (Scottish Music – Piping) Honours *

**subject to institutional revalidation*

Full-time course of 4 years' duration

The BA (Scottish Music)/ BA (Scottish Music – Piping) with Honours is a unique course which offers performers of Scottish traditional music the opportunity to explore the national cultural heritage as well as furthering their skills on their first study instrument for which they receive individual weekly lessons. Students also pursue a second performance study and are expected to take part in singing and group work. Regular workshops are led by a rich diversity of visiting artists from Scotland and beyond and students gain performing experience both in and outside the Conservatoire. The BA (Scottish Music – Piping) is taught in conjunction with the National Piping Centre, Glasgow. All students have placement experience around Scotland and study a range of academic units related to their development as performers, scholars, innovators and tradition-bearers.

The main aims of the course are to:

- promote and enhance the practices of the traditional music of Scotland and the scholarship supporting the study of it, nationally and internationally
- nurture and develop performance and transmission in the field of traditional music to a high level, with a view to the pursuit of a professional performing career or a career related to Scottish Music
- extend knowledge and practical experience of traditional repertoire and performing styles of the past and present
- develop a range of practical skills, solo and group, both live and studio recorded.

General Entrance Requirements

Minimum General Entrance Requirement

The minimum general entrance requirement for Royal Conservatoire of Scotland undergraduate programmes are

- passes in 3 subjects at Higher Level or
- passes in 2 subjects at Advanced Higher or
- an appropriate Scottish Group award at Higher Level or
- passes in 2 subjects at GCE Advanced Level (where appropriate, AS level performance will be taken into account to the advantage of the applicant) or recognised equivalences.

Subjects recommended

- Music at Higher, Advanced Higher or Advanced Level or equivalent
- English at Higher, Advanced Higher or Advanced Level or equivalent

The study of Gaelic and/or another European language at least to Standard Grade/GCSE Level is desirable.

Non Standard Entry

In exceptional cases, applicants may be admitted to courses whose qualifications do not match (in terms of equivalence) or fall short of the normal entrance requirements described below, but who clearly satisfy the selection procedures and indicate that they have the capacity to pursue the proposed course of study.

Mature Students

Applications from mature students, ie over the age of 21 at entry to the course, are welcomed. Whilst the selection procedures will still be applied, consideration will be given to musical and other experience not normally expected in school-leavers, which is deemed to compensate for any lack of traditional entrance qualifications. Successful mature applicants, as all other applicants, must convince auditioning panels that they have the ability and potential to cope with the demands of the course they wish to pursue. Their progress, especially in the early stages of the course, will be closely monitored and appropriate advice and help given.

International Applicants whose first language is not English will normally be required to give evidence of proficiency in English. Level 6.0 (with a minimum score of 5.5 across all parts) of the International English Language Testing System (IELTS) will be required of applicants to the School of Music. If applicants can provide evidence of Level 5.5 then they may still be admitted onto the course, subject to attending a 4 week pre-sessional English course.

Other standards

A strong indication of performing potential is sought at the entrance audition for this course. Musical literacy is desirable at the time of selection and must be developed before applicants commence the course of study. Minimum age at entry is 17.

Selection Process

All those who have applied on time (by the 1st of October) for admission to the BA (Scottish Music) and BA (Scottish Music – Piping) courses are invited to the Conservatoire approximately three weeks before the audition date to undertake an entrance examination consisting of the following:

- an audition in principal and second study
- a sight reading test on principal study (normally)
- an aural test on principal study (normally)
- an interview with the examiners exploring the applicant's aspirations, qualifications and understanding of the demands of the course.

The Audition Panel will normally consist of the course leader and a specialist tutor of the applicant's principal study.

International Applicants

International applicants who are unable to attend an entrance audition in person must supply an authenticated and referenced recording of performance of two contrasted works on the principal instrument or voice. The recording should be of professional quality, ideally on DVD. Recordings submitted on tape cassette or standard magnetic

tape will not be accepted. Please check individual requirements for programmes / instruments below in terms of repertoire. Recordings should be sent to the following address – Admissions, Royal Conservatoire of Scotland, 100 Renfrew Street, Glasgow, Scotland, G2 3DB following submitting an application on CUKAS. Applicants who are offered a place at the Conservatoire following submission of a recording will be required to undertake a supplementary audition when they arrive to start their programme of study. This is to confirm the authenticity of their recording. This audition may affect their placing on the programme. Please note recordings cannot be returned

The Audition

Applicants will be invited to audition and interview via letter approximately three weeks before the audition date. All auditions and interviews will take place at the Conservatoire in Glasgow.

Please note that the audition date allocated to you cannot be altered. If you cannot attend due to illness, then a doctor's note must be provided, in which case an alternative date can be arranged. The Conservatoire has a specific period allocated to auditions and all on-time applications will have a decision before Christmas. If an audition is delayed, there is a risk that places will already have been taken.

Before your audition, you will have 30 minutes to warm-up on your instrument and review the reading material.

- **Performance** of a programme of approximately 15 minutes on the principal study. The programme should demonstrate your present level of achievement and your musical potential, and be performed unaccompanied, unless self-accompanied for one or two items (e.g. clarsach player accompanying own singing, or singers accompanying themselves on another instrument). Applicants are asked to give brief spoken introductions to each item performed and their own compositions may be included. Suggested repertoire is detailed below.
- **Performance** of one item only on a second study. Second studies offered may be any principal study instrument or any other on which the applicant performs traditional music, subject to the Conservatoire's resources. (NB Highland pipers may not offer bellows-blown pipes as a second study.)
- **Sight reading and aural test.** The examiners will be assessing applicants' ability to recreate a song or tune in a traditional style in their principal study, by both sight-reading from a score and by reproducing a short melody or refrain sung or played to them by the panel. While support will be given in developing these skills during Year 1, it is beneficial for students to have a working knowledge of at least single line reading on entry to the course.

Please note that the Audition Panel reserves the right to halt a performance when it has heard sufficient to form a judgement.

Principal Study Repertoire

Highland Bagpipe

Three contrasting sets that should include a March, Strathspey and Reel and one Piobaireachd (*ground and 1st variation only*).

Guitar/Piano/Clarsach/Fiddle/Accordion (piano or button key: chromatic or diatonic)/ Flute/Violoncello

A contrasting programme featuring the applicant's own choice of tunes: air, march, strathspey, reel, jig, hornpipe and self-accompaniment to singing if appropriate.

Scots Song

Varied programme of contrasting moods and tempi: featuring the broad range of Scots song, eg classic ballad, bothy ballad, Burns or other 'art' song, lullaby, contemporary Scots song, nonsense, bawdy or children's song, dance song or diddling.

Gaelic Song

Varied programme of contrasting moods and tempi: puirt a beul, òrain luaidh, òrain bàsaidh, òran mór, contemporary Gaelic song, lullaby, lament.

Percussion

A variety of pieces and exercises demonstrating skills on snare drum, and any other traditional percussion such as bodhran (contemporary drum kit is not offered on this programme).

Following Your Audition

All decisions will be posted on Cukas following your audition. Cukas will notify you by email to check track (<http://www.cukas.ac.uk/students/track>) as soon as the status of your application has changed.

Please see below for an explanation of Cukas codes –

Guaranteed Unconditional (GU)

The Conservatoire is satisfied from the information you have given, that you have already met the conditions for entry. Unless your application and/or qualification are subsequently shown to be fraudulent, a guaranteed unconditional offer is binding.

Guaranteed Conditional (GC)

The Conservatoire has made the offer subject to you meeting certain conditions such as examination results. Unless your application and/or qualifications are subsequently shown to be fraudulent, the offer is binding if you accept the offer and meet the conditions. You must meet the conditions of the offer by 31 August 2012, unless an earlier date is specified.

Reserve Unconditional (VU)

The Conservatoire is satisfied from the information you have given, that you have already met the conditions for entry and have offered a place on our reserve list. See below for further information on reserve offers.

Reserve Conditional (VC)

The Conservatoire has offered a place on its reserve list subject to you meeting certain conditions such as examination results. See below for further information on reserve offers.

Unsuccessful (R)

The Conservatoire does not wish to offer you any type of a place.

Reserve Offers Explained

A reserve (VC or VU) offer does not mean a place has been 'reserved' for you. Until such time as you receive (and accept) a guaranteed offer (GU or GC) from the Conservatoire, you have not been accepted to study at the Conservatoire.

If you have received a reserve offer, it means that the Conservatoire is not able to offer you a guaranteed place at the time it makes the offer. A reserve offer merely indicates that the Conservatoire would like the opportunity to review its offer to you in the light of acceptances/declines to its guaranteed offers. You will become part of a 'pool' of reserve candidates and the Conservatoire may choose to make you a guaranteed offer if a suitable place becomes available. If the Conservatoire chooses not to make you a guaranteed offer, you will not be eligible to start at the Conservatoire.

If you have been given a reserve offer, in order to be considered for a guaranteed place (should one become available) you will need to accept the offer (and meet any conditions if applicable).

If you are holding a reserve offer, the Conservatoire can elect to make you a guaranteed offer at any time during the application cycle. Reserve offers remain active until after the A level results have been issued in August so you could have a reserve offer until the end of August. The decision to wait and see whether a guaranteed place becomes available, or to accept an offer at another conservatoire is entirely at your discretion.

Replying to offers

If you have one of more offers and Cukas has received decisions from all your conservatoires, they will send you a letter asking you to reply to your offers by a given date. You must reply online via Cukas Track (<http://www.cukas.ac.uk/students/track>). Your reply date is also shown on Track. If you do not reply by the date given, your offers will be declined automatically. The reply date is your individual reply date so it may be different to other peoples. This is because it is based on when you received the last decision from your conservatoires.

2012 Entry Reply Dates

| Last decision by | Your reply date is |
|---------------------|--------------------|
| 5 January 2012 | 31 January 2012 |
| 5 March 2012 | 31 March 2012 |
| 15 July 2012 | 30 July 2012 |
| 9 August 2012 | 25 August 2012 |
| After 9 August 2012 | 30 September 2012 |

If you make an application through Cukas, UCAS or GTTR, you cannot hold more than one confirmed place. A confirmed place in Cukas is a guaranteed unconditional offer as your first choice (GU1) and in UCAS and GTTR it is an unconditional firm (UF) place. If you receive more than once confirmed place, UCAS will ask you to accept one offer and withdraw from any others.

Feedback to Applicants

Subject to the provisions of the Conservatoire's Data Protection Policy, feedback will not be provided to applicants regarding the reasons for non-admittance.

Appeals Procedure

If an applicant considers that the Conservatoire has failed to meet its high standards in the consideration of her/his application s/he should write to the Conservatoire's Director of Finance and Administration who will investigate the matter and respond to the applicant in writing. Disagreement with the academic judgement of programme selectors in reaching their decision based on the aspects of the applicant's profile does not constitute grounds for a complaint by an applicant. Complaints will only be considered in relation to non-adherence to approved policy and procedure. If it is found that the outcome of an application was affected by either non-adherence to a policy or defective procedure, the applicant concerned will be offered a re-audition.

Students with Disabilities

The Royal Conservatoire of Scotland welcomes applications from all applicants and has substantial experience in supporting disabled students. Currently, over 15% of students at the Conservatoire have declared a disability or medical condition. Applicants who have a disability or special need and would like further information about facilities and support are invited to contact Jane Balmforth, the Conservatoire Counsellor and Disability Adviser. Jane contacts all applicants who declare a disability or medical condition on their application form, and will provide information about studying at the Conservatoire. If support is required for audition or interview, we would encourage you to help us to make the necessary arrangements by contacting by telephone, in writing or by email either Jane Balmforth (email: j.balmforth@rsamd.ac.uk phone: 0141 270 8282) or Registry (email: registry@rsamd.ac.uk). The Conservatoire Counsellor and Disability Adviser is also available to meet you when you come for audition/interview to discuss your particular requirements, sources of further information and any special funding e.g Disabled Students' Allowance. For more information, you can require a copy of the Conservatoire's booklet 'Information for Disabled Students and Applicants', or download this from the following website – <http://www.rsamd.ac.uk/studyhere/student-support>

Equal Opportunities Policy and Statement

The Royal Conservatoire of Scotland welcomes a diverse population of staff and students. The Conservatoire is committed to promoting equality in its activities and it aims to provide a performing, learning, teaching, working and research environment free from unlawful discrimination against applicants, staff and students on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, actual or perceived religious or similar belief, sex and actual or perceived sexual orientation.

The information you give in response to any questions regarding Equal Opportunities is required only for statistical purposes, e.g. for monitoring application and admission rates to programmes and will not be available to programme selectors and will have no bearing on the admission decision.

Criminal Convictions

1.1 You should not be deterred from applying to the Conservatoire if you have criminal convictions – you will not necessarily be excluded from the selection process and you will certainly not be automatically excluded. We will though want to ask you about the nature of any conviction. As part of your application you will be required to declare where you have any relevant unspent criminal convictions. The help text in Apply (CUKAS website) will explain what is classed as a relevant unspent conviction.

1.2 The Assistant Registrar (Admissions) will write to any applicant who has declared a criminal conviction seeking details of that conviction. The applicant will be asked to complete a Basic Disclosure Scotland application form at that point.

1.3 Following receipt of the applicant's Basic Disclosure, and the further information received from the applicant, a panel will risk assess the criminal conviction. The panel will normally consist of the Registrar, the Dean of Drama, the Dean of Music and the Assistant Registrar (Admissions). The Vice Principal or the Conservatoire Secretary may appoint alternative members to such a panel in the event of one or other of the members being unavailable or otherwise unable to participate.

1.4 The panel will decide whether or not the application should be considered further in the light of information received regarding the criminal conviction. Each case will be looked at individually and the circumstances of each case will be considered. It is not therefore possible to give an answer as to whether any particular type of offence would result in a decision to reject an application – the panel will be guided by general criteria which will be provided to any applicant involved in this process. In arriving at its decision, the panel may take legal or other professional advice.

1.5 If the panel decides that the applicant poses an unacceptable risk to the Conservatoire and is unable to approve further consideration of the application, the Registrar will write to the applicant accordingly, giving the reasons for that decision.

1.6 The applicant will have the right of appeal against the panel's decision to the Director of Finance and Administration within 28 days of its receipt. Appeals will only be considered if the applicant provides additional/relevant information or if the Conservatoire has failed to comply with the procedures set down in this document.

1.7 If the panel decides that the application should be considered further, it will be dealt with in accordance with the established admissions process. The criminal conviction will not be referred to again in that process (i.e. the audition/interviewing panel will not be made aware of it) and therefore it will not influence the outcome of the application.

1.8 Should an applicant with a declared conviction be offered a place at the Conservatoire, the panel will be so notified and the panel will consider the implications of that decision in the context of the Conservatoire's duty of care to staff and students. The panel has the right to determine whether the managers of student accommodation, the Head of Department/Programme Leader, the Conservatoire Counsellor or any other relevant member of staff should be made aware of the applicant's criminal conviction. The number of people who would be informed about the conviction will be limited to those required to ensure the safety of others. The panel may also attach specific conditions to the offer of place to study at the Conservatoire, which may involve special arrangements being put in place for the duration of the student's studies.

1.9 Should an applicant fail to disclose a criminal conviction and that omission comes to light in the course of the admissions process, the applicant will be asked to explain the failure to disclose by the Registrar or Assistant Registrar (Admissions) and the outcome of the application may be affected. The matter will be referred to the panel noted above, which may decide that the application should not be considered further or it may decide to withdraw any offer made. Should an undisclosed criminal conviction come to light after the applicant has become a student of the Conservatoire, the matter will be considered through the Conservatoire's student disciplinary procedure. The outcome of that disciplinary procedure may include exclusion from the Conservatoire.