

Royal Scottish Academy
of Music and Drama

School of Drama

Guide for Applicants: 2009/10

MA Arts in Social Contexts

MA Musical Theatre (Performance or Musical Directing)

MA Classical and Contemporary Text (Acting or Directing)

This guide is available in alternative formats upon request. If you would prefer to receive this document in an alternative format please contact Academic Administration & Support - Admissions.

November 2008

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Introduction

Thank you for your interest in the Academy. 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 Academic Administration and Support - Admissions in the first instance. The contact details are:

0141 332 4101
registry@rsamd.ac.uk
<http://www.rsamd.ac.uk>

Please read this guide carefully before submitting your application and retain it for reference throughout the selection process.

Closing date

Closing date for postgraduate applications to the School of Drama: **31 May 2009**

Audition/Interview period

The Audition/Interview Period normally begins in January and will run through to June each year. Candidates are informed of the outcome of the audition dates and times in writing.

Open Days

The School of Drama holds two open days each year, which you are more than welcome to attend. The first open day for 2008/09 is Friday 7 November 2008. The second day is still to be confirmed. Please note that attendance at School of Drama Open Days is free of charge. Please e-mail dramaadmissions@rsamd.ac.uk to be placed in the mailing list for this.

Prospectus

If you do not already have a copy of a current prospectus, it is available on the Academy's website at the address noted above or, alternatively, please call our prospectus line on 0141 332-4101 ext 285. The application form enclosed with this Guide is for Postgraduate Programmes within the School of Drama

Application fee and submission of application form

The application fee is £25 if you are applying for one postgraduate programme. The application fee, which is non-refundable, must accompany your application form.

Cheques should be made payable to The Royal Scottish Academy of Music and Drama (RSAMD).

The form, duly completed, together with the Application Fee and a passport photograph fixed to the cover must be sent to:

Academic Administration & Support - Admissions
RSAMD
100 Renfrew Street
Glasgow
G2 3DB

no later than 31 May 2009

Candidates should submit their application, together with photograph and registration fee, to two appropriate people who are acquainted with their general character, academic background and/or professional experience. The referees should be requested to return the completed form and enclosures to the School of Drama office.

NOTE: The submission of an application does not carry with it any right of admission.

Special Needs

Applicants who have a disability or special need and would like further information about facilities and access are invited to contact Jane Balmforth, the Academy Counsellor and Disability Advisor. She will, as a matter of programme, write to all applicants who declare a disability or special need on the application form, and will provide information about studying at the Academy.

If special arrangements are required for audition, please contact Jane Balmforth by telephone, in writing or by email (email: j.balmforth@rsamd.ac.uk), Tel: 0141 270 8282

Jane Balmforth 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 that might be available.

Equal Opportunities Policy and Statement

The RSAMD operates an Equal Opportunities Policy. Within the constraints of available resources and in accordance with current legislation the Academy endeavours to grant equality of opportunity to all applicants, staff and students, regardless of gender, marital status, race, colour, national or ethnic origin, nationality, disability, actual or perceived sexual orientation, actual or perceived religion, religious and similar belief, age and not to discriminate against them through the application of any unjustifiable factor. In order to monitor its Equal Opportunities Policy, the Academy has included an Equal Opportunities Questionnaire with your application form.

The information you give in response to the questions contained in the Equal Opportunities Questionnaire is required only for statistical purposes, eg 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. Your assistance in completing the questionnaire is appreciated greatly.

MA Arts in Social Contexts

Entrance Requirements

- Candidates for the MA are normally expected to hold a good honours (at least 2:2) degree, or its overseas equivalent, in a subject area relevant to the demands of the programme. This requirement may be waived for candidates over 25 years of age with relevant professional experience.
- In addition, applicants whose first language is not English must obtain a British Council IELTS score of at least 7.5, or an equivalent English language qualification for direct entry to the programme.

Selection Process

- a) All applicants will be required to provide an expanded curriculum vitae (max. 3 pages) describing former studies, working experience to include brief information as a list in chronological order of their performance / design / artistic / technical / pedagogical / research etc. experience and including in particular details of any scholarships or grant aid which they have achieved. Additionally candidates should detail any familiarity they might have with appropriate ICT Software/hardware, and any other relevant achievements. This initial submission should be supported, as appropriate, with a video/DVD overview of illustrative and representative examples taken from the candidate's practice.
- b) Finally all applicants should provide a freely composed, clear statement of intent and motivation in which they describe their interests in the field, including any special areas of interest, as these relate to the specifics of programme content and structure.
- c) Selected candidates from those making application will then be called for interview, at which time, they will be required to provide for the purposes of discussion a portfolio of further expository material related to the detail of a) above.
- d) Candidates who may be unable to attend an interview in person (for example those resident abroad) may, at the discretion of staff, be offered the opportunity of a Distance Interview. Applicants selected for interview in this manner will be subject to the conditions detailed above and notified (normally by email) in order to arrange a suitable time for an interview. The interview will be conducted either by telephone, by Skype phone or by 'live' email exchange, at the discretion of the relevant member of staff.

Access

To facilitate the possibility of non-standard entrance, the grounds for the selection of students will include proven artistic talent, motivation and personal development potential as well as the applicant's academic history, and previous activities in the field.

MA Arts in Social Contexts - Programme information

The 21st century demands new ways of thinking about the arts, culture and creativity. This new thinking, whether in formal or informal learning, must help the people of Scotland become active and reflective participants in society and in their own learning.

(Scottish Arts Council, 2006)

This programme is a response to these concerns which foreground issues of access, participation and partnership towards demystifying the role of the artist as privileged creator and the blurring of distinctions between the roles of artist and spectator.

Rooted in practical project work where the student is expected to operate as a creative artist, the aims of the MA Arts in Social Contexts Programme are to develop a student's skills in critical analysis and academic research, and to provide opportunities for them to apply these skills in the practical application and study of aesthetic practice as a social act.

The programme seeks to create a multi-disciplinary learning community in which the student is supported towards developing an informed and socially-engaged working practice coupled with an understanding of new ways of analysing and critiquing their on-going involvement in the arts. Students will develop advanced and systematic understandings of their field of study supported with practical skills in research methods while at the same time maintaining and enhancing their own professional arts practices.

One of the most distinctive features of the Programme structure is a flexibility of choice that encourages students to study a wide range of cultural institutions, forms and practices, but also enables them to specialise in specific areas of their own choice. The structure of the Programme therefore encourages students to develop broad-based, systematic and advanced understandings of the theories and historical underpinnings of the field, and to acquire practical skills in research methods, coupled with significant opportunities to extend and consolidate personal practice in a variety of contexts.

In detail, the Programme aims can be divided into two parts. The first represents the specific aims of the compulsory introductory core modules comprising the first 60 Programme credits (Post-graduate Certificate level) which are to give students, with diverse practical and intellectual backgrounds and skills, a firm grounding in the different approaches to the analysis, making and evaluation of aesthetic practice, and its relationship to the specifics of context and audience. These practical and theoretical explorations are complemented by structured activities to help students develop essential library research skills in the gathering, organisation and deployment of evidence, data and information derived from a variety of primary and secondary sources.

The second reflects the level of choice open to students via the structure comprising the next 120 Programme credits (Post-graduate Diploma/MA levels). The student's choice of elective module and the content and direction of the work undertaken during the last 120 Programme credits is intended to produce a named award which reflects the individual student's intended outcomes and chosen career specialism in the field.

The choice of Elective modules is designed to enable students to deepen their knowledge in a focused exploration of particular aspects of a chosen field of study and at present students can select from the following:

- Arts in Education
- Theatre for Youth
- Arts in Criminal Justice Settings

From this point in the Programme onwards a student can link their pattern of study with the themes and content of the Elective modules and thereby progress towards a named degree in these areas. E.g. MA Arts in Social Contexts/Theatre for Youth etc.

*

The final modules of the Programme are therefore centred on student choice and give opportunities for a student to demonstrate a broad understanding of artistic phenomena, and of a particular sub-field of the discipline at advanced level; and to produce a substantial piece of practice-research on a topic of their choice.

* Should the student wish to graduate without linking their qualification to the Elective module then they would be free to pursue other suitable project possibilities.

Taught, distance learning, full-time/part-time etc.

Independent study and reflective practice is at the heart of our learning community and this programme is structured around intensive periods of study comprising vacation schools, self-directed study and a flexible response to a student's needs so that it can therefore be undertaken in either full-time or part-time modes alongside and/or utilising existing professional work.

Master of Arts in Musical Theatre

The MA Musical Theatre is a 1-year intensive, multi-disciplinary Masters degree designed to train and nurture the next generation of creative artists for the Musical Theatre and related industries. Performance and Musical Directing students will work with key industry practitioners in order to be prepared for the increasing challenges and demands of the profession. During the selection process we will look for:

- clear evidence of the abilities required for the Programme;
 - the practical and intellectual skills necessary to succeed on a postgraduate degree level programme; and
- the personal qualities necessary to complete the Programme.

Entrance Requirements

- Candidates for the MA Musical Theatre are normally expected to hold a good honours (at least 2:2) degree, or its overseas equivalent, in a subject area relevant to the demands of the programme. This requirement may be waived for candidates over 25 years of age with relevant professional experience.
- In addition, applicants whose first language is not English must obtain a British Council IELTS score of at least 7.5, or an equivalent English language qualification for direct entry to the programme.

Performance Pathway – Selection Process

Please attach a CV to your form if appropriate. If you are short-listed, we will be in touch with an audition date. We will shortlist applicants on the basis of what you tell us in your application – so it's important that you provide us with a complete picture of your experience. We will score applications on the following criteria:

- **Intellectual / Imaginative strength**

At the application stage we look at experience and educational attainment as a first indication of ability. At the audition we will be looking at these areas as they apply to your prepared pieces. We will also be using your devised piece as a way to test your skills in this area.

- **Acting Skills**

At the application stage we will look for experience in acting classes or productions. We will look particularly at experience in substantial roles. At the interview stage we will be testing your skills in this area through the classical monologue, contemporary monologue, chosen songs and also in your performance of the devised piece.

- **Singing Skills**

At the application stage we will look for singing experience / tuition. At the audition stage we will test your skills in the prepared songs that you bring, and we may also test your range.

- **Dance / Movement Skills**

At the application stage we will look for experience/ability in dance and movement. At the audition stage we will be testing your skills in this area, both technically and creatively in a workshop environment.

- **Experience**

At the application stage we will be looking for experience in the areas outlined above. We are not expecting that candidates will exhibit experience in each of the areas, but that there is substantial performing experience in two or more, and trainable potential in all.

We will consider a sixth area as the 'plus factor' in areas where candidates are equally skilled and experienced:

- **Enterprise**

We will only be testing this on the basis of your application and any information you can give us about projects that you have initiated or have taken the lead role in will be most helpful in deliberations.

The Audition

Please note that there will be a first round on the audition day after which we will ask successful auditionees to stay and complete remaining sections of the process

Dance / Movement

The first element of the audition process is a dance call. No preparation is required for this section – you will be lead through a group class/workshop on the day. Please wear suitable clothing for this part of the audition.

Singing

For this section you should prepare four songs - **2 up-tempo and 2 ballads**

- music should be prepared clearly for the pianist and should be in the correct key.
- no recorded backing will be permitted and you may not accompany yourself for this element of the audition
- three songs should be musical theatre and 1 should be from another genre (eg pop, rock, blues, jazz)
- it is unlikely that the panel will listen to all four complete songs. We will hear what we need to get an over all impression of range, technique and potential

Acting

For this section you should prepare:

- **1 Shakespeare monologue** and
- **1 contemporary monologue** to contrast.

Both should be between 1-3 mins in length. Please prepare and learn these carefully and have an understanding of the entire play, not just your monologue, as the panel may ask you to talk about your choices.

Devised Piece

- you will be given 2 minutes to present a piece of your own devising.
- you can find sections of text that you like and combine them somehow, or you can write an entirely original piece
- you can do away with the words altogether and do a movement piece – *but make sure that this is relevant to you*
- you can create a character and give us two minutes of their lives
- you can write a song

The most important thing is to make sure that this piece expresses something about you that you think is significant. Make sure the piece is coming from the heart and that you practice it well – we'll be looking at both the composition and the performance of the piece. Be creative and (unless you can do it really well!) try to stay away from pieces *about* devising pieces. Watch your time carefully as the audition days are demanding and panel members may stop you if you go over 2 minutes.

Overseas Applicants who are unable to attend in person should prepare a written and DVD submission which equates to the process above. Please include an excerpt of dance that you may choreograph, or have choreographed for you. Please chapter the DVD clearly into the sections detailed above.

Audition Outcome

You will be advised of the outcome of your audition by letter in one of three ways

• Decline

• Acceptance

- this may be **CONDITIONAL** if you are currently waiting for the results of an examination or
- **UNCONDITIONAL** if you have the satisfactory academic requirements as stated above for entry to the programme

• Reserve List Offer

- this means that we consider you to be the right level for entry to the programme but we are in the process of forming the equivalent of an acting company and may be in a position to offer you a place over the coming months. All we ask is that you let us now if this is something you are happy to do and also if this position changes at any point.
-

Musical Directing Pathway – Selection Process

Please attach a CV to your form if appropriate. If you are short-listed, we will be in touch with an interview / audition date. We will shortlist applicants on the basis of what you tell us in your application – so it's important that you provide us with a complete picture of your experience. We will score applications on the following criteria:

- **Intellectual / Imaginative Strength**

In a one-year, multi-disciplinary degree format, we believe creative problem solving to be key. As part of the applicants' audition preparation, the programme team will set a specific creative problem to be solved. This may be developed at interview stage.

- **Technical Skills**

We will be looking for strong keyboard and sight-reading skills in a variety of styles relevant to Musical Theatre. This element will be tested during the practical workshop at interview stage

- **Experience**

At the application stage we will be looking for experience in the areas outlined above and would expect applicants to have had significant experience in a Musical Directing environment.

We will consider a fourth area as the 'plus factor' in areas where candidates are equally skilled and experienced:

- **Enterprise**

We will only be testing this on the basis of your application and any information you can give us about projects that you have initiated or have taken the lead role in will be most helpful in deliberations.

The Interview

For the interview process, candidates should prepare -

Portfolio of Work

Indicative content would be a CV, production reviews, past arrangements by the candidate, letters of support, CD of recorded work etc. This material should be provided **at least 1 week prior to interview**

Set Arrangement

This will be issued to the candidate with the letter confirming interview date. Clear instructions will be given as to what is required and this arrangement will be discussed during interview.

Workshop (Condensed Rehearsal)

Candidates will be asked to lead a 30 min workshop to a group of Musical Theatre students which should include:-

- a short warm-up
- elements of vocal technique
- the start point of teaching a short piece of the candidate's choosing

The following sections need no formal preparation -

Sight Reading

Candidates will be asked to accompany 1 or 2 solo singers. Sheet music will only be seen at point of interview.

Formal Interview

We will be looking for clear communicators who have a strong sense of purpose and show drive to succeed in a highly competitive industry.

Overseas Applicants who are unable to attend in person should prepare a written and DVD submission which equates to the process above. Please contact the programme team for further guidance.

Audition Outcome

You will be advised of the outcome of your audition by letter in one of three ways

- **Decline**

- **Acceptance**

- this may be **CONDITIONAL** if you are currently waiting for the results of an examination or
- **UNCONDITIONAL** if you have the satisfactory academic requirements as stated above for entry to the programme

- **Reserve List Offer**

This means that we consider you to be the right level for entry to the programme but are not currently in a position to make an offer of acceptance. We may be in a position to offer you a place over the coming months and we ask that you let us now if this is something you are happy to do and also if this position changes at any point.

MA Classical and Contemporary Text (Acting) or (Directing)

The MA Classical and Contemporary Text (Acting) or (Directing) wishes to secure the most able and best-qualified students available. Its primary concern is to discern each candidate's potential to meet the demands of the Programme and to achieve the necessary standard upon completion of the Programme. In consequence, the criteria used during the selection process are designed to satisfy the School of Drama that the candidate:

- shows clear evidence of the abilities required for the Programme;
- displays the practical and intellectual skills necessary to succeed on a postgraduate degree level programme; and
- demonstrates the personal qualities necessary to complete the Programme.

General Entrance Requirements

Applicants will normally be graduates who have already undertaken extensive study, holding a good honours (at least 2:2) degree, or its overseas equivalent, in a subject area relevant to the demands of the Programme. Academic entry requirements may be waived or reduced in the case of mature applicants (in the case of postgraduate entry over the age of 25) or other applicants who can demonstrate they have the ability and potential to cope with the demands of the Programme. Clear evidence of professional or semi-professional acting or directing at an appropriate level is desirable. In addition, applicants whose first language is not English must obtain a British Council IELTS score of at least 7.5, or an equivalent English language qualification for direct entry to the programme.

Non-Standard Entry

Applicants may be admitted whose qualifications do not match (in terms of equivalence) or fall short of the normal entrance requirements, but who clearly satisfy the selection procedures and show evidence that they have the experience and capacity to pursue the programme of study.

Mature Students

Applications from mature students (i.e. over the age of 25 at entry to the Programme) are particularly welcomed for postgraduate study. Whilst the selection procedures will still be applied, consideration will be given to experience not normally expected in recent graduates, which is deemed to compensate for any lack of formal entrance qualifications. Successful mature applicants, as all other applicants, must convince the interviewing panels that they have the ability and potential to cope with the demands of the Programme. Their progress, especially in the early stages of the Programme, will be closely monitored and appropriate advice and help given.

Overseas Applicants

Overseas applicants whose first language is not English will be required to give evidence of proficiency in English. At least Level 7.5 of the International English Language Testing System (IELTS) or an equivalent score in another English Language testing system, will normally be required or the applicant must otherwise

satisfy the interviewing panels that they have the ability and potential to cope with the spoken, written and conceptual thinking demands of the Programme

Selection Process

- At audition, candidates for the Acting pathway will be required to perform two monologues, one classical, preferably by Shakespeare and in verse, and one contemporary. They will be interviewed and also take part in group improvisation sessions.
- Candidates for the Directing pathway will be required to provide a range of portfolio evidence of previous directing experience. They will be interviewed and lead a workshop rehearsal session on a short scene of their choice. The session should constitute the first twenty minutes of a first rehearsal of the text in question.
- Candidates who may be unable to attend an interview in person (for example those resident abroad) may submit a DVD and at the discretion of staff, be offered the opportunity of a distance interview. The tasks that would be carried out in the live audition must be included in the content of the DVD.
- Applicants selected for interview in this manner will be subject to the conditions detailed above and notified (normally by email) in order to arrange a suitable time for an interview. The interview will be conducted either by telephone or by 'live' email exchange, at the discretion of the relevant member of staff.

Notes for Completing the Application Form

The Academy is notified under the terms of the Data Protection Act. The data collected from the application form will be used and processed by the Academy in accordance with the Data Protection Principles.

Please complete **all sections** in the application form in BLOCK CAPITALS and in black ink.

Section 1: Title, name and address

- 1.1 Enter **the title** by which you wish to be addressed, eg Mr, Mrs, Miss, Ms, followed by your **surname/family name** and then **first/given name(s)**.
- 1.2 Enter the **correspondence address** to which you wish the Academy to send all correspondence.
- 1.3 Enter your **main contact number/email address** where you are most likely to be contacted by telephone and email over the next year. International applicants should include international dialing codes for their country. If you do not have email you need not be concerned.
- 1.4 If your correspondence address is different from your **home address**, eg boarding school applicants, please enter your home address.
- 1.5 If you wish to be contacted at home by telephone, fax or email, enter your **home contact number/email address**. International applicants should include international dialing codes for their country. An email address should only be given if it is accessed on a regular basis. Please also ensure that, if you enter fax and email details, you have permission to use these facilities.

Section 2: Further details

- 2.1 **Your age on 30 September:** this will show the Academy how old you will be at the start of the next academic year.
- 2.2 **Date of birth:** enter day, month, year, eg 20 04 81.
- 2.3 **Disability/special needs/medical conditions:** The Academy needs to know if you have a disability, special need or medical conditions which may disrupt your ability to follow your programme or which may require additional support or specific facilities. In order to allow us to provide the best available support for you we need additional information about any difficulty you might have and how it might affect your studies.
The information you provide does not affect decisions concerning your academic suitability for a programme and is treated confidentially by the Academy. However, in the case of disabled students, it enables data to be collected from which the progress of equal opportunities for disabled students in higher education can be monitored.
- 2.4 If you have a disability, special need or medical condition that may require extra support, please enter in the box on the application form the code from the list below that is most appropriate to you. **Applicants with no disabilities,**

special needs or medical conditions should use code 0. If more than one applies to you, please use code 8. If you have no needs arising from your disability, special need or medical condition, eg you are short-sighted but your vision is corrected by spectacles, you should also use code 0. **If you have used any code other than 0, use section 5 of the form to state your disability or disabilities or condition(s) and indicate clearly what support or specific facilities you need.**

Disability, special need or medical condition codes	
	<p>You do not have a disability or special need or are not aware of any additional support requirements in study or accommodation.</p> <p>You have dyslexia.</p> <p>You are blind/partially sighted.</p> <p>You are deaf/hearing impairment.</p> <p>You are a wheelchair user/other mobility difficulties.</p> <p>You need personal care or assistance.</p> <p>You have mental health difficulties (e.g depression).</p> <p>You have a long standing illness eg diabetes, epilepsy, heart condition.</p> <p>You have multiple disabilities.</p> <p>You have a disability, special need or medical condition not listed above.</p>

2.5 Student Registration Number for vocational qualifications or Scottish Candidate Number: Applicants applying from Scotland should enter their Scottish Candidate Number. If you have completed or are completing a vocational qualification such as a BTEC diploma or certificate, a GNVQ qualification with BTEC, RSA or City and Guilds, enter the appropriate Student Registration Number in the box provided. Ask your school/college if you do not know your number.

2.6 Source of Finance: Applicants are advised to obtain current funding information and to make an application to the appropriate funding authority as soon as possible. Please enter the most likely source of finance for your particular circumstances, e.g:

- The Student Awards Agency for Scotland (SAAS) (for students domiciled in Scotland and elsewhere in the EU).
- The appropriate Local Education Authority (for students domiciled in England and Wales).
- The appropriate Education and Library Board (for students domiciled in Northern Ireland).
- Self: for self-funded UK and EU students.
- Overseas: for students outwith the EU.

2.7 Date of first entry to live in the UK: If you were born outside the United Kingdom, please insert the date when you first entered the UK to live here permanently.

2.8 Residential category: The Academy is required to make a decision as to your fee status, whether you pay Home / EU or Overseas fees. You are therefore required to identify your residential category to help us correctly classify your fee status. Please note that “ordinarily residence” is defined in case law as “ a

regular, habitual mode of life in a particular place, the continuity of which has persisted despite temporary absences”.

As a broad outline, those who would be charged home fees are;

- persons who have permanent residence in the UK, with no time limit on their stay, and have been ordinarily resident in the UK for the 3 year period prior to the 1 September 2009.
- persons who are British Overseas territory nationals and their spouse/civil partner and their children under the age of 21 who have been ordinarily resident in the UK and or any of the British Overseas territories for the 3 year period prior to the 1 September 2009.
- EEA and Swiss migrant workers and their spouse/civil partner and children in the UK who have been ordinarily resident in the EEA and/or Switzerland for the 3 year period prior to the 1 September 2009.
- EU nationals (excluding UK nationals) and their spouse/civil partner and their children, under the age of 21, who have been ordinarily resident in the EEA and/or Switzerland for 3 year period prior to the 1 September 2009. The main purpose of residence during this 3 year period must not be for full time education.
- Child of a Swiss national who has been ordinarily resident in the EEA and/or Switzerland for the 3 year period prior to the 1 September 2009. The main purpose of residence during this 3 year period must not be for full time education.
- Child of a Turkish national who is ordinarily resident in **Scotland**, (the Turkish worker must be ordinarily resident in **Scotland**) and who is, or has been lawfully employed in the UK. The Child must have been ordinarily resident in the EEA and/or Switzerland and /or Turkey for the 3 year period prior to the 1 September 2009.
- refugees (recognised by the UK government) and their spouse/civil partner
- persons who applied for asylum and as a result have been granted Exceptional Leave, Humanitarian Protection or Discretionary Leave, or in some cases Indefinite Leave and their spouse/civil partner and parent/adoptive parent/step-parent/guardian.

Using the following information please find the category that you think applies to you and enter the appropriate code in the box on the application form. Notes at the end of the questionnaire are there to assist you. **Please note that this self coding is provisional. The Academy will make the final decision regarding your residential category once we have assessed the information supplied on the application form and any other information we may subsequently request.** The fee status regulations are complex and the Academy is required to make its own decisions on an applicant's status.

Category summaries to select for the Application form

- A** You are an EU national/ EU Overseas territory national (not including the UK), or child of an EU national and have lived in the EEA and/or EU Overseas

territories and/or Switzerland (you may also have lived in the Channel Islands and/or Isle of Man)for the 3 year period prior to the 1 September 2009. The main purpose of residence during the 3 year period must not be for full time education.

- B** You are a UK national or have Indefinite Leave to Enter/Remain in the UK or have a Certificate of Entitlement to the Right of Abode in the UK or have the Right of Permanent Residence (arising under EC directive 2004/38) and have lived in the UK, Channel Islands or the Isle of Man for the 3 year period prior to the 1 September 2009. The main purpose of residence during the 3 year period must not be for full time education.
- C** You are a British Overseas territory national or the spouse/civil partner and or child (under the age of 21) of the British Overseas territory national who has been ordinarily resident in the UK and or any of the British Overseas territories for the 3 year period prior to the 1 September 2009.
- D** You or your spouse/civil partner or parent are a Refugee or have been granted Exceptional Leave to Enter/Remain, Humanitarian Protection or Discretionary Leave (or in some cases Indefinite Leave) in the UK following an application for asylum and you have lived in the UK, the Channel Islands or the Isle of Man since that status was granted.
- E** You are an EEA (not including the UK) or Swiss national, you live in the UK and you are a migrant worker (or such a person's spouse/civil partner or child) and you have lived in the EEA and/or Switzerland for the 3 year period prior to the 1 September 2009. The main purpose of residence during the 3 year period must not be for full time education.
- F** You are a child of a Swiss national who has been ordinarily resident in the EEA and/or Switzerland for the 3 year period prior to the 1 September 2009. The main purpose of residence during this 3 year period must not be for full time education.
- G** You are a child of a Turkish national who is ordinarily resident in **Scotland**, (the Turkish worker must be ordinarily resident in **Scotland**) and who is, or has been lawfully employed in the UK. You as the child must have been ordinarily resident in the EEA and/or Switzerland and/or Turkey for the 3 year period prior to the 1 September 2009.
- H** You would otherwise meet the criteria of categories A, B,C, D or E but you have been living outside the UK, Channel Islands, Isle of Man, EEA or Switzerland, because you or either of your parents have been temporarily working outside the area in question. Supporting evidence will need to be provided.
- O** Other.

Notes:

The European Union include the following:

Austria, Belgium, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France (including the French Overseas Departments of Guadeloupe, Martinique, French Guyana, Reunion, Saint-Pierre et Miquelon), Germany (including Helgoland), Greece, Hungary, the Republic of Ireland, Italy, Latvia, Lithuanian, Luxembourg, Malta, the Netherlands, Poland, Portugal (including the Azores and Madeira but excluding Macao), Slovak Republic, Slovenia, Spain (including Ceuta, Melilla, the Balearic Islands and the Canaries), Sweden, the United Kingdom (with Gibraltar).

EU Overseas Territories include the following:

Aruba, Faroe Islands, French Polynesia, French Southern and Antarctic Territories, Greenland, Mayotte, Netherland Antilles, St Pierre et Miquelon, the Territory of New Caledonia and Dependencies, Wallis and Futuna.

If your category code is 'O', but you or either of your parents are granted EU citizenship, you should immediately inform the Academy.

The European Economic Area consists of EU countries plus Iceland, Liechtenstein and Norway. For the purposes of residence, this includes the whole of the island of Cyprus.

Persons recognised by the UK authorities as **refugees**, or persons who have been granted **Exceptional Leave to Enter or Remain, Humanitarian Protection or Discretionary Leave**, as a result of an asylum application will have been issued with an official letter confirming their status by the Home Office.

If your category code is 'O' but you are subsequently (on or before 1 September 2009) granted British Citizenship or Indefinite leave to Remain, Humanitarian Protection or Discretionary Leave, you should immediately inform the Academy, as your residential category may be reconsidered.

If your category code is 'O', but you, or either of your parents are later granted refugee status, Humanitarian Protection or Discretionary Leave, you should immediately tell the Academy.

2.9 Country of permanent residence

2.10 Country of birth: state the current name of the country in which you were born.

2.11 Nationality: state your nationality (as given on your passport, if you have one). If you have dual nationality, you may include both.

Sections 3 – 17 as detailed

Section 18: Criminal Convictions

Because all of the Academic courses will, at some stage, bring all students into contact with children, you are required to state on your application form whether or not you have a criminal conviction. Please note that because this request relates to the possibility of working with children, the provisions of the Rehabilitation of Offenders Act (1974) do not apply.

If you tick yes, you will be required to provide details of your convictions and these may be discussed at audition/interview. Applicants with criminal convictions should be aware of the provisions of the Rehabilitation of Offenders Act 1974, as they affect those with spent sentences.

Please do not be deterred from applying to the Academy if you do have criminal convictions – you will not necessarily be excluded from the selection process. However, we may wish to consider your application further or ask for more information before making a decision.

If you are offered and accept a place at the Academy, you will be required to undergo an Enhanced Disclosure check through Disclosure Scotland and that check will reveal any criminal convictions. Further details of that process can be found at www.disclosurescotland.co.uk