

# HOW TO APPLY

This section takes you, in chronological order, through everything you need to think about when you consider applying to the RCM, from coming along to an open day to raising funds when you've been offered your place.

You should find answers to most of your questions here, but if you need to know anything else please contact us on **020 7591 4300** or at **info@rcm.ac.uk**, and we'll be very pleased to hear from you.

- 86 Open Days and Tours
- 87 Minimum Entry Requirements
  - Undergraduate Programmes
  - Postgraduate Programmes
  - English Language Requirements
- 88 Applying to the RCM
  - CUKAS Applications
  - Non-CUKAS Applications
  - Application and Audition Fees
- 89 Special Requirements
- 90 Auditions
  - Audition Format
  - Audition Pieces
  - When and Where
  - Auditions by DVD for International Applicants
- 91 What Happens Next?
  - Consultation Lesson
- 92 Money Matters
  - Tuition Fees
  - Scholarships
  - Other Sources of Financial Assistance
- 94 Application Checklist





## OPEN DAYS AND TOURS

Our prospectus and website will tell you everything you need to know about studying at the RCM, but the best way to discover what life is truly like here is to visit us.

Join us each spring for our free annual Open Day, designed to give prospective students, parents and teachers the chance to 'access all areas' and experience all kinds of live music, introductions to the faculties, plus a wide range of open lessons and rehearsals. The day starts at 11.00am and we encourage you to come from the start.

Our 2012 Open Day is on Wednesday 25 April. Information on our 2013 Open Day will appear on our website: [www.rcm.ac.uk/openday](http://www.rcm.ac.uk/openday) from summer 2012.

If you can't come to Open Day, you may like to consider a personal tour. Tours are held throughout term-time except in examination weeks, and must be booked in advance. They usually last an hour and precede or follow one of our regular lunchtime concerts.

The tour telephone booking number is +44 (0)20 7591 4867/4310. There is no charge for tours, but places are subject to availability.

### Regular tour days are:

- Tuesdays 2.00pm – 3.00pm: You can also attend the regular Tuesday lunchtime chamber concert at 1.00pm before a tour.
- Thursdays 12.00pm – 1.00pm: You can also attend the regular Thursday lunchtime chamber concert at 1.00pm after a tour.



# MINIMUM ENTRY REQUIREMENTS

Other qualifications may be accepted: for information please contact the Registry Officer on +44 (0)20 7591 4362 (email: [admissions@rcm.ac.uk](mailto:admissions@rcm.ac.uk)).

## UNDERGRADUATE PROGRAMMES

### BMus(Hons) and Experience Programmes

#### UK students

- A level Music at grade C or above (most students achieve grade A or B), and either
- A second A level at grade E or above, or
- Two AS levels both at grade C or above (not including Music)

Music Technology is not accepted as a substitute for A level Music, but can be your second A level or one of your AS levels.

If you are not taking A level Music, but still wish to apply to the Royal College of Music, you may still be considered if you can demonstrate an appropriate level of musical knowledge and literacy. You may be tested or interviewed at audition or during the admissions process to ascertain this.

Alternative entrance qualifications which are accepted instead of A levels are:

- Three SCE Higher Grade passes, one of which should be in Music
- Cambridge Pre-U
- Advanced GNVQs
- BTEC qualifications

#### International Students

- European or International Baccalaureate or other equivalent international qualifications sufficient for university entrance in your own country. For details visit [www.rcm.ac.uk/international](http://www.rcm.ac.uk/international)

The RCM regrets that it is unable to offer the Gap Year Experience programme to students who require a Tier 4 Student Visa to study in the UK.

### Students transferring from other institutions

BMus or Experience Programme applicants wishing to enter Year 2 or 3 of the Undergraduate Programme should provide full transcripts from their current university or college to demonstrate successful progression through their course of study.

## POSTGRADUATE PROGRAMMES

### Masters Programme in Performance or Composition

- A first degree or diploma, or an equivalent international qualification, usually in music

Students who wish to take the MMus may be requested to demonstrate appropriate knowledge and ability as part of the admissions process (see page 89)

### Artist Diploma in Vocal Performance

- A postgraduate diploma or Masters degree in music performance or equivalent experience

### Artist Diploma in Opera

- A postgraduate diploma or Masters degree in vocal performance or equivalent experience

### Graduate Diploma in Vocal Performance

- A first degree or diploma or equivalent international qualification, or equivalent experience

### MSc in Performance Science

- A first degree with a 2:1 class or above (or equivalent international qualification) in Music or a related subject such as Education, Psychology or Biology. Other degrees, professional qualifications, or experience may be considered

## ENGLISH LANGUAGE REQUIREMENTS

If your first language is not English, you must achieve a satisfactory standard in an approved test in English.

### International English Language Testing System (IELTS) Certificate

Passing IELTS with a minimum score of 5.5 in each component (reading, writing, etc...) is acceptable for most programmes. Applicants wishing to pursue the MMus or MSc qualification will also require a minimum overall score of 7.

### Pearson Test of English (PTE Academic)

- Minimum score of 51 in each component for most programmes; 65 for MMus and MSc applicants

### TOEFL IBT (Internet-Based Test)

- Minimum score of 72 for most programmes (including listening 17, reading 18, speaking 20, writing 17); 90 for MMus and MSc applicants

English language requirements need to be met by 1 May preceding commencement of studies.

Whilst the above English language requirements must be met prior to admission, special English support classes for musicians are also available at the RCM.

We will also accept other Secure English Language Tests recognised by the UK Border Agency. Please consult [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk) for full details. Please note that visa nationals must obtain passes with scores in line with current UK Border Agency regulations.

## APPLYING TO THE RCM

In most cases applications to study at the RCM should be made online through CUKAS (Conservatoires UK Admissions Service) at [www.cukas.ac.uk](http://www.cukas.ac.uk).

However for some programmes this is not the case – see right.

### CUKAS APPLICATIONS

- The online application is for postgraduate (except Doctoral) and undergraduate applications
- To create an application go to [www.cukas.ac.uk](http://www.cukas.ac.uk) (If you are an applicant for the BSc Physics and Musical Performance or Doctoral Studies please refer to the Non-CUKAS Applications section – see right)
- You can apply simultaneously to up to six conservatoires that are members of Conservatoires UK via one online application. Note that there is no obligation to use all six choices
- You can check the progress of your application, accept offers and confirm decisions online
- With your unique ID and password, you can work on your application from anywhere with internet access, and at any time
- You can make an undergraduate or postgraduate application easily and speedily from anywhere in the world
- You pay your application and audition fees online
- You can submit your application for entry in 2013 to CUKAS after 15 July 2012
- CUKAS applicant helpline: 0871 468 0470; or from overseas: +44 (0)1242 222444
- RCM admissions: +44 (0)20 7591 4362 or [admissions@rcm.ac.uk](mailto:admissions@rcm.ac.uk)

### NON-CUKAS APPLICATIONS

#### BSc Physics and Musical Performance

- You must apply to Imperial College London through UCAS for this programme. It is not necessary to apply separately to the RCM through CUKAS
- Auditions are held in February
- This programme is available to instrumentalists and composers only

#### Doctoral Studies

- Applications should be made directly to the RCM. You cannot use the CUKAS online application service for this programme
- The deadline for applications is 31 January 2013
- Successful applicants are expected to commence studies in September
- There is an application fee of £90 payable directly to the RCM upon submission of application
- Visit [www.rcm.ac.uk/howtoapply](http://www.rcm.ac.uk/howtoapply) for full guidance on the recruitment procedure and online application form

### APPLICATION AND AUDITION FEES

The following application and audition fees must be paid when making your online application. The fee covers the cost of administering your audition/interview and is non-returnable:

- auditions in London (deadline 1 October 2012) or Asia (deadline 31 October 2012) or by DVD:
  - for single study with or without second study: £90
  - for joint principal study or alternative study: £150
- auditions in the USA (deadline 5 January 2013): £140
- for Doctoral applications (deadline 31 January 2013): £90
- for MSc applications (deadline 5 January 2013): £50

Please note: all applicants applying via CUKAS must also pay the £16 CUKAS application fee. Candidates submitting a late application should contact the RCM at [admissions@rcm.ac.uk](mailto:admissions@rcm.ac.uk). Late applications for auditions in London and by DVD (i.e. received after 1 October 2012) are subject to an additional fee of £10.



# SPECIAL REQUIREMENTS

## MMUS

In order to demonstrate appropriate knowledge and ability, you may be requested to submit two examples of recent written work, such as essays, directly to the RCM as part of the admissions process. You may also have an interview to discuss your work either on the day of audition, or at an alternative mutually convenient time. You will be told if you need to do this.

## OPERA

Opera applicants must audition in person in London.

## ACCOMPANISTS AND REPETITEURS

Postgraduate Repetiteurs should apply for Principal Study Accompaniment and may take a Repetiteur specialism in their second postgraduate year.

## COMPOSITION AND COMPOSITION FOR SCREEN

You can apply for either Composition (undergraduate and postgraduate levels) – the broad-based study of compositional technique as both art and craft, or Composition for Screen (postgraduate only) – the specific discipline of writing music for film, television and other media.

In addition to completing your CUKAS application all composers must submit examples of their compositions directly to the RCM. You must submit a portfolio of at least two, but not more than five, contrasting examples of your compositions.

Please submit your portfolio to 'Admissions' at the RCM by 31 October 2012 (or by 5 January 2013 for candidates being interviewed in the USA). You may submit your work as written scores, recordings or a combination of the two. Please note that we are not necessarily looking for a fully formed compositional voice. However, we are looking for evidence of both a talent for composition and, depending on the level at which you wish to study, the ability to realise effectively, or to start to realise, your ideas in a variety of forms and media.

We encourage you to submit your portfolio and recordings electronically. Manuscripts may be submitted as PDF files. Please do not send Sibelius files unless they are accompanied by PDF files of the same material. Electronic submissions should be sent as attachments to [admissions@rcm.ac.uk](mailto:admissions@rcm.ac.uk). If submitting in hard copy, please ensure that your manuscripts are clear and legible and that you include full details, where necessary, of instrumentation, scoring and performance details.

Recordings should be either on CD, DVD or in a file format that can be read in VLC or Windows Media Player. Individual works should be clearly indexed on both the disc and on the accompanying documentation. All recordings should be clearly labelled with your name and the title of the piece on both the container and the disc.

Portfolios are returned to you immediately at the end of the audition or can be mailed back to you after the audition period upon request.

In addition to the normal academic and musical standards expected for entry to the RCM's Masters Programme, Composition for Screen applicants will be expected to demonstrate:

- a command of musical gesture and expression
- instrumentation and orchestral skills
- proficiency in music technology applications such as sequencing and score processing

- experience in the use of Logic or similar software
- a keen awareness of music's narrative and dramatic functions within and beyond film, television and multimedia

Prior to interview, postgraduate Composition for Screen applicants may be asked to complete a set of diagnostic tasks – for example, a number of short compositions to a written brief. Further details are available on the RCM website.

## CONDUCTORS

Conducting is available at postgraduate level only, although undergraduate students can choose this as an option in Years 3 and 4.

In addition to completing your CUKAS application you must submit a DVD of a recent performance which you conducted to 'Admissions' at the RCM by 31 October 2012. Shortlisted candidates will be invited for an audition which may include:

- aural tests, including rhythm tests
- tests on knowledge of orchestral music, instrumentation and transposition
- a viva voce on orchestral repertoire and the instruments of the orchestra
- conducting a College instrumental ensemble in a rehearsal of excerpts from one or more works, as directed by the audition panel, to include a piece of sight-reading with a 10 minute preparation period

All candidates are expected to play an instrument or sing to a high standard and will be asked to demonstrate that at audition.

Conductors must audition in person in London during the February audition period. Details of the set pieces will be sent with audition timetables. All candidates are expected to show a detailed knowledge of orchestral repertoire and to prove a genuine commitment to, and interest in, conducting as a significant part of their professional career. Shortlisted candidates may be required to stay in London for a second day.

## AUDITIONS

### AUDITION FORMAT

- Auditions/interviews at the RCM are approximately 15-20 minutes long
- For some instruments and for voice you may be asked to perform at a second audition on the same day
- For set pieces see the audition pieces online at [www.rcm.ac.uk/auditionpieces](http://www.rcm.ac.uk/auditionpieces). Technical work (scales, arpeggios etc) may be required of some instrumentalists – details can also be found online. Sight-reading may be required of all performers
- The RCM does not require advance notice of your audition programme
- You are advised to bring your own accompanist, with whom you will have worked in preparation for your audition. However, if you are unable to do so, an accompanist can be provided by the RCM if required
- The RCM does not need to know in advance whether you will be accompanied by your own accompanist or by an RCM accompanist

### AUDITION PIECES

For details of audition pieces and information on how to prepare for your audition please visit the RCM website – [www.rcm.ac.uk/auditionpieces](http://www.rcm.ac.uk/auditionpieces)

### WHEN AND WHERE

#### Auditions in London

- Applications should be submitted by 1 October 2012
- Late applications will be accepted only if there is space in the audition schedule
- Most auditions will be held in London between 26 November and 12 December 2012, although some applicants may be asked to audition in February 2013
- If you are auditioning in the December audition period, you will be notified of your audition date and time in mid-November and you will be told the result of your audition in late December via the CUKAS Track system

- If you are auditioning in February you will be notified of your audition date and time in January and you will be told the result of your audition in late February via the CUKAS Track system

#### Auditions in the USA

- The RCM holds auditions in New York and Boston in February or March
- Applications should be submitted through CUKAS by 5 January 2013
- Applicants auditioning in the USA can be considered for scholarships as well as places
- USA auditions are not available for opera, conducting, répétiteur, lute, percussion or organ. Auditions for these principal studies are held only in London
- For more information email: [admissions@rcm.ac.uk](mailto:admissions@rcm.ac.uk) or telephone +44 (0)20 7591 4362

#### Auditions in Asia

- The RCM holds auditions in Seoul and Tokyo in November; in Hong Kong and Singapore in January; and in China in March
- Applications should be submitted through CUKAS by 31 October 2012
- Applicants auditioning in Asia can be considered for scholarships as well as places
- Auditions in Asia are not available for opera, conducting, répétiteur, lute or percussion. Auditions for these principal studies are held only in London
- For more information email: [international@rcm.ac.uk](mailto:international@rcm.ac.uk) or telephone +44 (0)20 7591 4377

### AUDITIONS BY DVD FOR INTERNATIONAL APPLICANTS

The RCM prefers you to audition in person, but international applicants from outside the European Union may audition by DVD, unless they are conductors, répétiteurs, opera singers, organists, percussionists or lute applicants. Applicants who are auditioned by DVD cannot normally be considered for RCM scholarships. If you wish to be auditioned by DVD, please complete the online application at [www.cukas.ac.uk](http://www.cukas.ac.uk) by 1 October 2012. Once you have submitted your online application you should then send the following directly to the RCM by 31 October 2012:

- A DVD recording of your performance of the prescribed pieces for your instrument or, where applicable, three contrasting pieces of a similar standard. For set pieces see the audition pieces online at [www.rcm.ac.uk/auditionpieces](http://www.rcm.ac.uk/auditionpieces). The recording should be of good quality and must be an unedited single performance of your audition pieces. Your recording will not be returned to you
- A letter that states that the performance is your own unaided work, signed by the recording engineer, your Principal Study teacher, Head of Department or Head Teacher
- A photocopy of the marks and examiner's comments in the highest examination that you have taken of the ABRSM (the Associated Board of the Royal Schools of Music) or other internationally recognised examinations body

## WHAT HAPPENS NEXT?

- Offers are made to successful applicants via the CUKAS Track system, which outlines details of the programme offered with any conditions
- To access the CUKAS Track system you will need the login details you used to make your application
- You will receive an email notification to inform you that updated information is available on the CUKAS Track system
- The RCM aims to inform applicants of the outcome of the audition as soon after the audition period as possible. Applicants who audition in London in December should hear before Christmas. Applicants auditioning overseas or in February should hear within two weeks of audition
- In addition to the offer posted on the CUKAS Track system, the RCM will send a confirmatory letter and email with further information
- Applicants being offered scholarships will receive notification from the RCM with this confirmatory letter/email
- Successful applicants can accept their offer via the CUKAS Track system
- To ensure we can reach you by mail, email or telephone (including over the Christmas period), it is important that you update your contact details via the CUKAS Track system if they change
- Successful applicants who have accepted offers of places will then be contacted again in the August preceding commencement of studies. In the meantime, further information about the RCM, events and concerts is available on our website, and you are free to contact us at any time

### CONSULTATION LESSON

If you are offered a place by the RCM and would welcome guidance about your choice of professor, please contact the relevant Head of Faculty at the RCM who will be happy to advise (see page 32 onwards for faculty information). You may also wish to have a consultation lesson with a prospective professor. Your Head of Faculty is best placed to advise you on this and will be able to put you in touch with the relevant professor. There is normally a charge of £50 for a consultation lesson (but this may vary), which is conducted in the professor's own time. This charge is payable directly to the professor.

The RCM offers online consultation lessons for prospective applicants to the Masters Programme in Composition for Screen and to those who are re-applying. Further details are available from the Area Leader in Postgraduate Composition for Screen, Vasco Hexel [vasco.hexel@rcm.ac.uk](mailto:vasco.hexel@rcm.ac.uk).



## MONEY MATTERS

### TUITION FEES

Tuition fees are revised annually so please check the website at [www.rcm.ac.uk/moneymatters](http://www.rcm.ac.uk/moneymatters) for the latest information. An up-to-date full list of fees for all programmes can be found there.

Study at a world-class conservatoire can be expensive, but the most talented students have all their fees covered by scholarships and almost half of RCM students receive some financial support from the College.

#### Students from the United Kingdom and EU

As a guide only, key fees for the academic year 2012/13 were:

- BMus £9,000
- MPerf/MMus/MComp £8,700 (part-time £5,750)
- Fast-track MMus £11,140
- MSc £5,620
- ArtDip in Performance £8,580
- Gap Year and Junior Year Experience Programme £8,580
- Doctoral programme £5,620

#### Students from Other Countries

- BMus, Experience Programmes £19,200
- MPerf/MMus/MComp £19,700
- Fast-track MMus £24,750
- MSc £13,800
- ArtDip in Performance £18,340
- Doctoral programme £13,180

#### Postgraduate Vocal Programmes

Postgraduate vocal provision at the RCM is generous and intensive. As a result, fees for singers are higher than those for instrumentalists and composers. The RCM is fortunate to have generous scholarship funds which means that almost all vocal students receive a scholarship that covers some or all of their fees. Fees for 2012/13 were:

- Grad Dip/Masters Programme in Vocal Performance £9,260 (UK and EU); £20,200 (other countries)
- Artist Diploma in Opera £10,860 (UK and EU); £21,100 (other countries)

#### US Students

The RCM is designated as an eligible institution for American students to apply for US Federal Student Loans or for deferment of payment on an existing US Student Loan. For more detailed information on US loans and how to apply, visit [www.rcm.ac.uk/moneymatters](http://www.rcm.ac.uk/moneymatters)

#### Overseas Students (Non EU)

If you are an overseas student, it is essential that you have the means to pay your fees and living expenses for the duration of your course before leaving your own country. Minimum living expenses are estimated at over £9,000 – most students spend approximately £11,000 per year on living costs. There may be a small number of grants and awards available in your home country for study abroad. Consult your local British Council representative for details.



# MONEY MATTERS

## SCHOLARSHIPS

### RCM Scholarships and Study Awards

- RCM scholarships and study awards are available to Home/EU and Overseas applicants at both undergraduate and postgraduate levels
- RCM scholarships and study awards provide support for tuition fees (up to full fees)
- At the time of your audition, you will automatically be considered for an RCM scholarship provided you audition in person and are applying for an eligible course. They are awarded on merit as part of the audition process. No separate application is needed
- Applicants who receive a high audition mark will be considered for an award either during their Principal Study audition, or at a second audition the same day

- RCM scholarships and study awards are not normally awarded to applicants who apply by DVD or for Experience Programmes (Gap Year, Semester or Junior Year Experience)
- BMus UK or EU students who are offered scholarships have the option to use their scholarship to offset either their tuition fees or College Hall accommodation rent, or for living costs

### Other Scholarships

ABRSM (The Associated Board of the Royal Schools of Music) offers scholarships to six students each year to study at the RCM: three for undergraduates (one Home, one EU and one Overseas); and three for postgraduates (one Home, one EU and one Overseas). Doctoral students are not eligible.

- These scholarships may cover up to full tuition fees
- Overseas student awards also include assistance with living costs
- No separate application is required to be considered for ABRSM scholarships

## OTHER SOURCES OF FINANCIAL ASSISTANCE

You can find a comprehensive guide to scholarships and funding at the RCM, at [www.rcm.ac.uk/howtoapply](http://www.rcm.ac.uk/howtoapply) including advice for UK/EU and international students, a list of key external funding organisations and helpful tips on how to approach them.



# APPLICATION CHECKLIST

Decided the Royal College of Music is the place for you?  
Make sure your application runs smoothly by following our simple checklist below.

Have you...

- Been to an Open Day or tour, or visited the RCM website and found out all you need to know about your faculty and programme of study?
- Checked that you meet the entry requirements? See page 87 for details.
- Submitted your application online? Remember to check whether you need to apply via CUKAS or another method – see page 88 for details.
- Paid your application and audition fees online? See page 88 for details.
- Checked the special requirements? See page 89 for details.
- Made a note of your audition date and time (available on the CUKAS Track system) and checked **www.rcm.ac.uk/auditionpieces** for details of your audition pieces?
- Impressed us with a great audition? International students may apply by DVD if you can't attend in person – see page 90 for details.
- Checked our website **www.rcm.ac.uk/moneymatters** for up-to-date information on our tuition fees and secured the necessary funding? Help and advice on financial matters can also be found online.
- Checked the CUKAS Track system to see if your application was successful? See page 91 for details.
- Accepted your offer via the CUKAS Track system? You may also wish to book a Consultation lesson to discuss your choice of Professor – see page 91 for details.

**If you have any other queries about the application process please visit the RCM website at [www.rcm.ac.uk](http://www.rcm.ac.uk) or contact the RCM on +44 (0)20 7591 4300 or via [info@rcm.ac.uk](mailto:info@rcm.ac.uk).**

**Good luck with your application!**  
**We hope to see you in September 2013.**

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