

Exam entry form

Choral Singing

UK & Ireland 2012



Please use this entry form for:
Choral Singing exams at all levels

When filling in this form you will need to refer to the following:

- **Choral Singing syllabus**
- **Exam Information & Regulations** booklet for 2012

_____ For office use only

1 Applicant information

Please use **BLOCK CAPITALS**

Applicant Number if known _____

Title _____

Surname _____

Forename & other initials _____

Degrees/Diplomas optional _____

Address _____

Address _____

Address _____

Address _____

Postcode _____

Home telephone _____

Work telephone _____

Email _____

The applicant is the person who submits an exam entry (by completing the entry form and making payment). It is the applicant's responsibility to pass on relevant information to the choir. The applicant is the principal point of contact and must be aged 18 or over.

If this is your first entry with ABRSM, leave the applicant number blank. We will allocate you a number and confirm it when we send you the exam details. If you have forgotten your applicant number, simply fill in your name and contact details.

The applicant details will appear on the certificate exactly as you give them here to show who the choir was 'presented by'. If you wish this information to appear differently on the certificate, complete the **Presented by** box in section 4.

There is space in the 'presented by' section of the certificate for a maximum of 40 characters, including spaces.

Please give your email address – although all standard communications concerning your choir's exam will be sent by post, it is helpful for us to have this information.

2 Exam information

Please indicate whether the exams will take place:

Within the exam period Entry must be received by closing date

Outside the exam period Entry must be received at least one month before first preference date

Is this entry part of a larger entry including other subjects/grades?

Yes No

Please indicate three preferred dates and the time you wish the exams to begin. Exams must finish by 20.30.

First preference _____ date (ddmm) _____ start time

Second preference _____ date (ddmm) _____ start time

Third preference _____ date (ddmm) _____ start time

Choral Singing exams can take place inside or outside the exam periods (see page 4 of the *Exam Information & Regulations* booklet for exam period and closing dates) and on any day except Sundays and Bank Holidays. For dates inside an exam period the entry form must be received by the closing date. For dates outside an exam period the entry form must be received by ABRSM at least one month before the first preference date specified below left.

We will do all we can to take into account any preference you give although no guarantee can be given to allocate particular dates or times.

3 Venue information

Visit address

Visit address

Visit address

Visit address

Postcode

Please give the full address of the place where the exams will be held, including the school's name, where appropriate.

Choral Singing exams are always held at premises provided by the applicant and cannot take place at an ABRSM Centre (please see paragraph (c) on page 1 of the Choral Singing syllabus).

4 Choir information

The names given here will be shown on the certificate. A maximum of 30 characters in total (including spaces) is available for each choir's name.

Space is provided for up to two choirs. If more than two choirs are to be entered, please photocopy or download this page at www.abrsm.org.

Choir name **Choir 1** Number of singers

Presented by

Please indicate if you would like a name other than yours to appear on the certificate as having presented the choir by filling in the **Presented by** box. Initial Intermediate Advanced

Choir name **Choir 2** Number of singers

Presented by

Initial Intermediate Advanced

5 Declaration

I have read and undertake to abide by the current Exam Regulations

Signature

Date **ddmmyy**

Send your form and payment to the address on the right.

This form should be signed and dated by the applicant (who must be 18 or over) as the person accepting responsibility for entering the candidates, for receiving communications and for all payments due.

UK: form and payment to
EXAM ENTRY, ABRSM, 24 Portland Place
London W1B 1LU

Ireland: form and payment to
Miriam Halpin, 31 Sefton, Rochestown Avenue
Dun Laoghaire, Co Dublin

6 Payment

Exam fees: The entry fees payable per choir are in addition to the daily examiner attendance fee (if applicable).

Examiner attendance fee: An examiner attendance fee of £50.00 (€70.00) per day is payable in addition to the entry fee if the examiner is attending purely for Choral Singing exams and the total examining time is less than 3 hours (this fee is not payable if a Choral Singing exam is part of a Standard or Special Visit with a minimum of 3 hours' examining work at one venue – see Information & Regulations booklet pages 14–15).

2012 fee calculator		UK	ROI	No. of choirs	Total
	Initial	£67.00	€85.00		.
	Intermediate	£90.00	€115.00		.
	Advanced	£110.00	€140.00		.
	Examiner attendance fee	£50.00	€70.00	if applicable	.
	Total				.

I enclose **one cheque** payable to **ABRSM** for **£/€**

UK only: please charge the full fees to my credit/debit card

Credit/debit card details

Visa Mastercard Delta

NB We do not accept American Express

Card Number

Expiry date **mmyy**

Signature of cardholder

Name of cardholder