

# CT ABRSM Plus

One year, part-time course

UK entry information 2011–2012

## Who is the course for?

The CT ABRSM Plus combines two of our highly respected letter-bearing qualifications: the Certificate of Teaching (CT ABRSM) and Principles of Teaching diploma (DipABRSM). The course is suitable for experienced instrumental and vocal music teachers who are interested in expanding their knowledge of teaching and music education, and enhancing their existing skills.

The CT ABRSM Plus part-time course is an open access course. This means you are not required to hold any qualifications in order to be considered for a place. If you intend to enter for your DipABRSM exam at the end of the course, you will need to meet the prerequisites outlined below at the time of entry.

## To apply

You must:

- be resident in the United Kingdom
- be teaching a minimum of five pupils on a regular basis
- have a minimum of one year's teaching experience
- be over 21 years old

To take the Principles of Teaching diploma (DipABRSM) you must:

- have passed ABRSM Grade 8 Practical in the instrument taught or a permitted substitution
- have also passed ABRSM Grade 6 Theory (1992 syllabus) or a permitted substitution

## Venue and dates

Regional centre and provisional dates for 2011–2012 (subject to demand):

	<b>Initial week</b> 2011	<b>Weekend 1</b> 2011	<b>Weekend 2</b> 2012	<b>Weekend 3</b> 2012	<b>Weekend 4</b> 2012
<b>London</b> (Central)	Monday 24 – Thursday 27 October	Saturday 26 – Sunday 27 November	Saturday 18 – Sunday 19 February	Saturday 21 – Sunday 22 April	Saturday 26 – Sunday 27 May
<b>Manchester</b> Royal Northern College of Music	Thursday 20 – Sunday 23 October	Saturday 26 – Sunday 27 November	Saturday 25 – Sunday 26 February	Saturday 28 – Sunday 29 April	Saturday 26 – Sunday 27 May

## General information

It is not usually possible to accommodate a student who is the sole applicant for his or her particular specialism at a regional centre. If this situation arises, applicants will be offered an alternative venue wherever practical.

The CT ABRSM Plus one year part-time course is non-residential and students are responsible for making their own arrangements for any overnight accommodation they may require.

Observation of your teaching is a fundamental part of the CT ABRSM Plus course. As part of your coursework you will film yourself on three or four occasions teaching a normal lesson.

## Course fees 2011–2012

- £2,250 inclusive of an administration charge of £100.  
The administration charge will be waived if you choose to pay in full by Friday 14 October 2011 (Options 1 and 2) or Tuesday 1 November 2011 (Option 4).
- Please make cheques payable to ABRSM.
- The £100 registration fee is non-refundable except in circumstances where a student wishes to withdraw because their first choice centre is not available.

## Financial support from an employer or other sponsor

It may be possible for students to receive a contribution towards their course fees from their employer or another sponsor. If this is the case, a signed letter of support from the sponsor should be enclosed with your application. The letter should indicate the extent of the financial contribution and give full details of the sponsor. Failure to enclose a letter of support with your application may result in a student not being accepted on to the course.

## Financial assistance

For information on financial assistance to support your learning, please visit [www.direct.gov.uk/adultlearning](http://www.direct.gov.uk/adultlearning) or telephone 0800 100 900.

## Education trust funds

There are trust funds that support continuing adult professional development. Reference may be made to the *Rhinegold Guide to Music Education* (Rhinegold Publishing Ltd) or the *Directory of Grant-Making Trusts* (Charities Aid Foundation).

## Diploma exam (DipABRSM)

Once we receive your application, if you have indicated that you wish to take your Principles of Teaching diploma (DipABRSM), we will send you an exam entry form. You must complete and return this entry form to us if you wish to take your DipABRSM exam. Please note that if you do not have the necessary prerequisites to complete the diploma, you will be unable to take the exam as part of the CT ABRSM Plus course.

Your diploma exam must be taken during the same calendar year that you complete your CT ABRSM Plus course (i.e. completing your CT ABRSM Plus course in July 2012 would mean that your DipABRSM exam would take place in December 2012).

Your CT ABRSM Plus course fee includes one attempt at the Principles of Teaching diploma exam. If you are unable to be present for your exam, you should notify ABRSM immediately, giving your reason for non-attendance. Provided your withdrawal is made necessary by an unavoidable event (such as illness or bereavement), a voucher may be issued, at ABRSM's discretion, entitling you to re-enter the diploma exam at the next session.

## Course fee payment options

### Option one Payment in full by cheque\*

	<i>Amount</i>	<i>Method</i>	<i>Due date</i>
Registration fee	£100	cheque	upon application
Course fee	£2,050	cheque	to be received by Friday 14 October 2011
<b>Total fee</b>	<b>£2,150</b>		

### Option two Payment in full by credit/debit card\*

For those students opting to pay by credit/debit card, a mandate form will be issued for completion on acknowledgement of their application.

	<i>Amount</i>	<i>Method</i>	<i>Due date</i>
Registration fee	£100	cheque	upon application
Course fee	£2,050	MasterCard/Visa/Maestro/Delta	to be received by Friday 14 October 2011
<b>Total fee</b>	<b>£2,150</b>		

### Option three Payment by instalments

	<i>Amount</i>	<i>Method</i>	<i>Due date</i>
Registration fee	£100	cheque	upon application
Course fee	£650	cheque	to be received by Friday 14 October 2011
	£1,500	bank standing order only	three equal instalments of £500 on Thursday 2 February 2012 Friday 2 March 2012 Monday 2 April 2012
<b>Total fee</b>	<b>£2,250</b>		

### Option four Payment including financial support from an employer or other sponsor\*

A confirmation letter from the sponsor giving full details of any financial support must be enclosed with this application. The applicant must pay any amount not being met by external funding either by cheque or credit/debit card. Payment by instalments is not available to those students receiving financial support from a sponsor.

	<i>Amount</i>	<i>Method</i>	<i>Due date</i>
Registration fee	£100	cheque	upon application
Course fee	£2,050	MasterCard/Visa/Maestro/Delta or cheque	external funding contribution and balance of payment from applicant to be received by Tuesday 1 November 2011
<b>Total fee</b>	<b>£2,150</b>		

\* Any payments received after the due date will attract an additional administration charge of £100

## Terms and conditions

Please note the following terms and conditions with respect to the payment of course fees.

- All course fees and other charges become due for payment as prescribed once a student is formally accepted on the course.
- Failure to make payment, including administration charges, within 30 days of the due date may lead to disqualification from the course.
- Students who do not complete the course are still considered to be liable to pay the course fees in full.
- Reimbursement of course fees for students failing to complete the course is at the discretion of the Course Director.
- Payment of fees under Option 3 is a concession that ceases automatically in the event that any instalment remains unpaid for 30 days or more. Upon cessation of the instalment arrangement, any course fees unpaid at that date become due immediately.
- Students choosing to pay under Option 3 are reminded to ensure that their standing order ceases after payment of the final instalment.
- Students choosing to pay under Option 4, where third party support is being given for payment of course fees, are reminded that ABRSM considers the student to be liable to ensure that payments are made by the appropriate due dates. Failure to make payments within the prescribed deadlines could lead to administration charges and/or disqualification from the course.

## Closing date

- The closing date for applications for the 2011–2012 CT ABRSM Plus UK part-time course is  
**Monday 19 September 2011**

## Further information

For more information about any aspect of the 2011–2012 CT ABRSM Plus UK part-time course, please contact:

**Louisa Thomas**

Professional Development Manager

T +44 (0)20 7467 8257

F +44 (0)20 7467 8295

E [lthomas@abrs.ac.uk](mailto:lthomas@abrs.ac.uk)

[www.abrsm.org/ctplus](http://www.abrsm.org/ctplus)

**ABRSM**

24 Portland Place

London W1B 1LU

United Kingdom

T +44 (0)20 7636 5400

F +44 (0)20 7637 0234

[www.abrsm.org](http://www.abrsm.org)