

Entry form non-UK



Diplomas: International

Please use this entry form for:

- Music Performance, Music Direction and Instrumental/Vocal Teaching Diplomas at DipABRSM, LRSM and FRSM levels

Please note that a separate entry form is required for UK & Ireland entries.

When filling in this form you will need to refer to the **Supplementary Information** insert. The note numbers in the left margin refer you to specific sections in the Supplementary Information.

Office use only



1 Candidate information all candidates

Please use **BLOCK CAPITALS**

note 1

Candidate/
Applicant
number if known

Title for example Dr, Mr, Mrs, Mdme, Miss, Ms

note 2

Family name
(surname)

Family
name first optional

Given name

note 3

Identification Passport Driving licence National identity card

Please enclose a photocopy of one identification document

note 4

Address line 1

Address line 2

Address line 3

Address line 4

Postcode

Country

Home
telephone

Work
telephone

Mobile
telephone

note 5

Fax

E-mail

note 6

Date of birth ddmmyy Please note that the minimum age for entry for Instrumental/Vocal Teaching is 18 at DipABRSM level and 20 at LRSM level (see Section 5b)

note 7

Male/Female M/F

2 Exam information all candidates

notes 8-11

	Dip ABRSM	LRSM	FRSM	Main Instrument	specialist option LRSM & FRSM only	no. of players
Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Teaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	not applicable	
Direction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	not applicable		<input type="text"/>

2a Interpreter optional

note 12

I intend to bring an interpreter to my exam

Yes **This person must be an independent person who is neither your teacher nor a relative**

2b Access (for candidates with specific needs) optional

note 13 You may tick more than one box

- I need **for Performance and Teaching candidates only**
- Braille Quick Study
 - Aural repetition Quick Study
 - Large notation Quick Study
 - Modified staff notation Quick Study - preferred layout must be specified (see note 14)
 - Large notation Quick Study from memory
 - Modified staff notation Quick Study from memory - preferred layout must be specified (see note 14)
- for Direction candidates only**
- Time allowance for visual impairment
- for Performance, Teaching or Direction candidates**
- Time allowance for hearing impairment *please include a letter if you also intend to use a sign language interpreter*
 - Time allowance for dyslexia/other learning difficulties
 - Time allowance for autistic spectrum disorders
 - Other - details attached

note 14

Documents I enclose an authenticating document confirming my requirements

3 Exam dates

notes 15

Please look up the available months on the *Dates and Fees* page of our website

Preferred month

4a Public centre details most Performance & Teaching candidates

note 16

Direction candidates go straight to 4b

Public centre
name

4b Private centre details Direction & some Performance & Teaching candidates

note 17

Private centre
name

Address
Line 1

Address
Line 2

Address
Line 3

Postcode

Country

Phone number

5a Performance checklist

note 18-21

DipABRSM

with Substitution

Prerequisite I have **ABRSM Grade 8 Practical**
in the instrument stated in Section 2.
(please attach photocopy of certificate or mark form)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

LRSM

with Substitution

Prerequisite I have **DipABRSM (Music Performance)**
in the instrument stated in Section 2
(please attach photocopy of certificate)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

FRSM

with Substitution

Prerequisite I have **LRSM (Music Performance)**
in the instrument stated in Section 2
(please attach photocopy of certificate)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

Requirement I enclose my **Written Submission**
and **candidate declaration form**
(8a)

**NB Do not indicate your name
on or within the Submission**

5b Teaching checklist

note 18-21

DipABRSM

with Substitution

- Prerequisites**
- I have **ABRSM Grade 8 Practical** in the instrument stated in Section 2. (please attach photocopy of certificate or mark form)
- I have **ABRSM Grade 6 Theory (1992 or later)**. (please attach photocopy of certificate or mark form)
- I am 18 years old or over (please attach photocopy of identification document)
- Requirement** I enclose my **Written Submission** and **candidate declaration form (8a)**
NB Do not indicate your name on or within the Submission
- or** I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)
- or** I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)
- or** I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)
- or** I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)
- or** I am fulfilling the requirement through a **Listed Substitution** (substantiating evidence enclosed)

LRSM

with Substitution

- Prerequisites**
- I have **DipABRSM (Instrumental/Vocal Teaching)** in the instrument stated in Section 2 (please attach photocopy of certificate)
- I have **ABRSM Grade 8 Theory (1992 or later)**. (please attach photocopy of certificate or mark form)
- I am 20 years old or over (please attach photocopy of identification document)
- or** I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)
- or** I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)
- or** I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)
- or** I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

note 22

- Requirements** I enclose my **Case Study Portfolio & Video of Teaching Practice** and **candidate declaration form (8a)** and am submitting these at least 3 months before the published closing date for entries
NB Do not indicate your name on or within the Submissions
- I understand that I must enclose my **Written Submission** with my final payment only when I have received confirmation that I may proceed with the rest of the exam
NB The Portfolio & Video result will be valid for the following exam session only: if you do not proceed with your entry then, any further entry will require the submission and assessment of a new or revised Portfolio & Video
- No substitution is allowed.
These two Submissions must pass before you may proceed with the rest of the exam
- or** I intend to fulfil the requirement through a **Listed Substitution** (substantiating evidence will be required)

FRSM

with Substitution

- Prerequisite** I have **LRSM (Instrumental/Vocal Teaching)** in the instrument stated in Section 2 (please attach photocopy of certificate)
- I enclose my **Written Submission, letter from ABRSM confirming topic approval** and **candidate declaration form (8a)**
NB Do not indicate your name on or within the Submission
- or** I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)
- or** I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)
- or** I am fulfilling the requirement through a **Listed Substitution** (substantiating evidence enclosed)

5c Direction checklist

note 18-21

DipABRSM

with Substitution

Prerequisite I have **ABRSM Grade 8 Practical**
(please attach photocopy of certificate or mark form)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

Requirement I enclose my **Arrangement and candidate declaration form (8a)**

NB Do not indicate your name on or within the Arrangement

or I am fulfilling the requirement through a **Listed Substitution** (substantiating evidence enclosed)

Option

I will present **non-syllabus repertoire** and have already gained ABRSM approval (letter of approval enclosed)

LRSM

with Substitution

Prerequisite I have **DipABRSM (Music Direction)**
(please attach photocopy of certificate)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

Requirement I enclose my **Arrangement and candidate declaration form (8a)**

NB Do not indicate your name on or within the Arrangement

or I am fulfilling the requirement through a **Listed Substitution** (substantiating evidence enclosed)

Option

I will present **non-syllabus repertoire** and have already gained ABRSM approval (letter of approval enclosed)

FRSM

with Substitution

Prerequisite I have **LRSM (Music Direction)**
(please attach photocopy of certificate)

or I am fulfilling the prerequisite through a **Listed Substitution** (substantiating evidence enclosed)

or I am fulfilling the prerequisite through appropriate professional experience and have already gained ABRSM approval (letter of approval enclosed)

Requirements I enclose my **Arrangement and candidate declaration form (8a)**

or I am fulfilling the requirement through a **Listed Substitution** (substantiating evidence enclosed)

I enclose my **Written Submission and candidate declaration form (8a)**

NB Do not indicate your name on or within the Arrangement or Submission

Option

I will present **non-syllabus repertoire** and have already gained ABRSM approval (letter of approval enclosed)

6 Signature all candidates

note 23

Please tick here and sign below to confirm your entry for the exam(s) upon the terms and conditions set out in ABRSM's Diploma Syllabus.

Candidate's signature

Date

ddmmyy

note 24

This form must be signed and dated by the candidate, or if you are a Direction or Performance candidate and are under 18, a parent or someone with parental responsibility must complete this section and sign the undertaking below as the person who enters into a contract with ABRSM upon the terms and conditions set out in ABRSM's Diploma Syllabus.

Parental family name

Given name

Address

Postcode

Country

On behalf of the candidate, please tick here and sign below to confirm your entry of the candidate(s) for the exam(s) upon the terms and conditions set out in ABRSM's Diploma Syllabus.

Parental signature

Date

ddmmyy

note 25

Data Protection see *Supplementary information*

ABRSM will process personal data about individuals (including applicants, candidates and others) in accordance with applicable data protection laws. This includes the personal data provided in this form. We will process such personal data in accordance with ABRSM's Privacy Policy, available here: www.abrsm.org/privacypolicy, and as set out in ABRSM's Exam Regulations, as each may be amended from time to time.

We would like to keep you up-to-date with news and information about our exams and other services.

Please tick here if you do not wish to receive such information:

If you are already an applicant, you can change your communications preferences at any time, online or by contacting us.

7 Payment all candidates

note 26

Fees Please indicate your chosen entry option by ticking the appropriate box.

		DipABRSM	LRSM	FRSM
Performance	complete exam with no substituted component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Direction	complete exam with no substituted component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	with Arrangement substituted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teaching	complete exam with no substituted component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	with Written Submission substituted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

note 27

LRSM Teaching candidates

LRSM Teaching fees are payable in two instalments, the first being 40% of the full LRSM exam fee. Please refer to the **Dates and Fees** page on our website

I enclose a payment of _____ refer to the **Dates and Fees** page on our website

Please send the form, together with your payment and photocopy of identification document, to your local Representative

(see the *Exam Information & Regulations, International Edition*, or the *Dates and Fees* page on our website).

Where there is no Representative, send the form and payment to:

ABRSM
4 London Wall Place
London EC2Y 5AU
United Kingdom

Please mark the envelope 'International exams'.

The Associated Board of the Royal Schools of Music

A company registered with limited liability in England and Wales No.1926395. Registered office: 4 London Wall Place, London EC2Y 5AU. Charity registered in England & Wales (292182) & Scotland (SC043343).

8a Candidate declaration form for submissions sent with this form

note 28

Family name (surname) _____

Given name _____

Date of submission _____ ddmmyy

Performance Written Submission **FRSM**

Direction Arrangement **all levels**

Written Submission **FRSM**

Teaching Written Submission **DipABRSM and FRSM**

note 22

Case Study Portfolio & Video of Teaching Practice **LRSM**

These must be submitted at least three months before the published closing date for entries and must gain a pass before you may proceed with the rest of the exam

I have gained written permission from parents/guardians to film any children featured on the Video **LRSM**

In accordance with ABRSM's child safeguarding and protection policy, candidates must gain written permission from parents/guardians before filming any child. This documentation must be available, should the need arise.

note 28

Declaration I confirm that I have read the regulations in the *Diploma Syllabus* and that:

- The enclosed **submission(s)** are genuinely my work and I am their sole author*
- They have not previously been submitted to ABRSM or to any other institution or agency for another academic award
- The sources used and quoted are properly acknowledged and listed
- I have read the section on plagiarism below and understand that I will be penalised or disqualified if a charge of plagiarism is upheld

* For the purposes of this declaration 'submission' is used to encompass arrangements, recordings (where you are the sole director on the recording), Portfolios & Videos (where you are the featured teacher) as well as Written Submissions

Signature _____

Date _____ ddmmyy

Plagiarism ABRSM defines plagiarism as an attempt to pass off as one's own the work of others. Thus copying from a printed or unprinted source without acknowledging it, or constructing a précis of someone else's writing without citing indebtedness to that writer, constitutes plagiarism.

In preparing Written Submissions, candidates are encouraged and expected to read widely to demonstrate the breadth of their reading and, where appropriate, to quote the work of others. However, such quotations and references must be properly and fully attributed in accordance with the advice provided by ABRSM. Candidates who ignore this advice run the risk of being accused of plagiarism.

The Chief Examiner will refer any suspected cases of plagiarism to the Diploma Board. The Diploma Board may disqualify a candidate if the charge of plagiarism is upheld. Candidates will have a right of appeal and representation if such charges are made.

Send this declaration with your submission(s)

8b Candidate declaration form for submissions brought to the exam

note 28

Family name
Surname

Given name

Candidate no. if known

Date of
submission ddmmyy

Performance Programme Notes DipABRSM
 Programme Notes LRSM

Direction Programme Notes DipABRSM
 Programme Notes LRSM

note 28

Declaration I confirm that I have read the regulations in the *Diploma Syllabus* and that:

- The attached **Programme Notes** are genuinely my work and I am their sole author
- They have not previously been submitted to ABRSM or to any other institution or agency for another academic award
- The sources used and quoted are properly acknowledged
- I have read the section on plagiarism below and understand that I will be penalised or disqualified if a charge of plagiarism is upheld.

Signature

Date ddmmyy

Plagiarism ABRSM defines plagiarism as an attempt to pass off as one's own the work of others. Thus copying from a printed or unprinted source without acknowledging it, or constructing a précis of someone else's writing without citing indebtedness to that writer, constitutes plagiarism.

In preparing Programme Notes, candidates are encouraged and expected to read widely to demonstrate the breadth of their reading and, where appropriate, to quote the work of others. However, such quotations and references must be properly and fully attributed in accordance with the advice provided by ABRSM. Candidates who ignore this advice run the risk of being accused of plagiarism.

The Chief Examiner will refer any suspected cases of plagiarism to the Diploma Board. The Diploma Board may disqualify a candidate if the charge of plagiarism is upheld. Candidates will have a right of appeal and representation if such charges are made..

Keep this declaration and give it to the examiners at the start of your exam