



South West Music School Application Form 2019-20

Guidance Notes

BEFORE YOU START:

It is advised that you only use Adobe Reader software to complete this form. This can be downloaded for free from:

<https://get.adobe.com/uk/reader/>

As you fill in the form, save it occasionally, as this will prevent data loss and having to start again from scratch in the event of, for example, your computer crashing.

To save the form on either a Windows or Apple computer, click on the file menu in the top left hand corner of the screen, then Save As > PDF > "YourName1920".

Additional guidance on the technicalities of completing an application form can be found in our other guidance document 'SWMS Application Form Technical Guidance' which can be downloaded from our website.

Before you begin the form, please ensure that you have your supporting evidence ready:

Instrumentalists

- Two contrasting recordings of you performing / playing that **must be** hosted online (YouTube, SoundCloud etc)
- A musical reference
- A passport sized photograph of yourself

Composers

- Two contrasting scores you have composed
- Recordings of the two scores you have composed that **must be** hosted online (YouTube, SoundCloud etc)
- A musical reference
- A passport sized photograph of yourself

SECTION 1 – APPLICANT DETAILS

Contact details

We require contact details from you in order to send out updates, opportunities and information on upcoming workshops and residential. We will never pass your details onto any third parties, other than for the purposes of government funding, in which case all data is aggregated and rendered anonymous. No data relating to any one individual will ever be released outside of SWMS.

Applicant mobile number and email address

Our minimum requirement is for the contact details of one parent/guardian. However, it is beneficial

to provide contact details covering the applicant if they would like direct contact and updates from SWMS.

SECTION 2 – SCHOOL DETAILS

We need to have as accurate a profile of each student as possible, which is why we ask for your school details. This information may also be relevant to both government and other funders and help us to access further income streams and grant opportunities that will benefit students.

SECTION 3 – INSTRUMENT DETAILS

Instrumentalists / vocalists

This section gives you the opportunity to list up to four instruments that you play. If you are a vocalist, please list 'vocals' as your instrument. It does not matter whether you play one instrument or four – this will not affect the success of your application. There is the option to tick more than one box under 'tell us about your lessons on this instrument:', as we recognise that some people may receive more than one type of tuition.

Composers

This section gives you the opportunity to list up to two instruments that you play. It is not compulsory that students on the Composer programme play any instruments. It will not affect the success of your application if you do not play any instruments. There is the option to tick more than one box under 'tell us about your lessons on this instrument:', as we recognise that some people may receive more than one type of tuition.

SECTION 4 – MUSICAL DETAILS

This section is really important. It gives you the opportunity to tell us all about your musical or compositional interests, influences, styles and experiences. Whether you are into classical music or drum 'n' bass, funk and soul or rock and pop – we accept musicians and composers from all walks of life and with varied interests.

If you've ever had your music played on the radio, been invited to perform at a concert, worked with a really brilliant producer or written a score alongside a great composer, we want to know. We want to know about your proudest moments to date, no matter what they are.

SECTION 5 – SUPPORTING EVIDENCE

This is the section where you are required to submit recordings.

We accept both video and audio only recordings.

All recordings must first be hosted online and then links to the recordings should be copied and pasted into the two boxes provided. Recommended hosts include YouTube, SoundCloud and Bandcamp although other hosting websites will also be accepted. If you want to host your recording on Google Drive or another similar site, please make sure the link does not expire before July 2019. Recordings that are hosted on WeTransfer or YouSendIt will not be accepted, as links expire very quickly.

Instrumentalists

Please submit two contrasting recordings of you performing/playing. We are looking for the range of talent you can demonstrate from the recordings you submit. Some of our students play more than one instrument. If this is the case for you, we would like to receive a recording for each instrument. We would also like the recordings to differ in style to one another – for instance, one jazz piece and one classical piece.

Composers

Please submit recordings of the two contrasting scores you are submitting as part of your application. These recordings can be either live or Sibelius recordings. We are looking for the range of talent you can demonstrate from the scores and accompanying recordings you submit. We would like the scores to be contrasting in style, orchestration, instrument focus (if it has one) and so on. For instance, you might want to submit two sonatas but we would expect them to feature different instruments.

References – this must be attached as a PDF or Word document to your application email

A musical reference can be from anyone who knows you musically. That may be a regular music or composition tutor, the Head of Music at your school or college or someone you have worked with on a music project. We are looking for a reference from anyone who can vouch for your commitment, enthusiasm, dedication and talent for music. All references need to come from adults that are not related to the applicant.

Passport sized photo – this must be attached as a JPEG to your application email

We require a photo of all applicants to assist in the selection making process. These photos will not be shared with any third parties.

SECTION 6 – AUDITIONS / INTERVIEW

Instrumentalists

Please provide both a first and second choice for your audition date. Where possible, we will endeavour to offer you your first choice of audition date but please note that where demand is high for one date, we may have to reallocate some applicants to their second choice.

Composers

We will be holding Composer interviews during a weekend in June 2019. Further information on location and timings will be made available to successful applicants nearer the time.

SECTION 7 – EQUAL OPPORTUNITIES MONITORING FORM

It is a statutory requirement that any person that may become a recipient of public money is required to fill out an equal opportunities monitoring form. This is to enable SWMS to track the diversity of all our students over time. We will never pass your details onto any third parties, other than for the purposes of government funding, in which case all data is aggregated and rendered anonymous. No data relating to any one individual will ever be released outside of SWMS.

Part 3 – Disability and Special Educational Needs

We are very keen to ensure that any barriers to participation in our programmes are removed. In order to help SWMS make this possible and to meet the needs of our students as best as we can, it is important that we receive as much information as possible. If you wish to discuss the applicant's needs with SWMS, please contact the office (0117 405 7235).

SECTION 8 – CONFIRMATION

For marketing purposes, it is useful for us to know how you heard about South West Music School (e.g word of mouth, recommended by your school or music tutor, Google search etc).

We have provided a check list to help applicants remember what they need to submit in order for the application to be valid. Failure to submit all of the required attachments may result in your application being invalid.

IMPORTANT: when renaming your application form, please do not simply name it “YourName1920” but replace the words YourName with your own name, e.g “JoeBloggs1920” or “SallySmith1920”.

Please email your completed application to:

applications@swms.org.uk

by Friday 24th May 2019

If you have any further questions relating to the application process, please contact the office on 0117 405 7235.