

Entry form



Choral Singing

UK & Ireland

Please use this entry form for:

Choral Singing exams at all levels (Initial, Intermediate and Advanced)

You will need to refer to the following information at www.abrsm.org:

- Choral Singing syllabus
- Exam Regulations

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.

All standard communications concerning your candidates' exams will be sent by post.

2 Exam information

Please indicate whether the exams will take place:

- Within the exam period Entry must be received by the postal 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 www.abrsm.org 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 postal 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 Payment

Please refer to our website; www.abrsm.org, for current fees. Where a visit is solely for a Choral singing exam an examiner attendance fee is payable.

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 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 www.abrsm.org).

Fee calculator	UK	ROI	No. of choirs	Total
Initial				.
Intermediate				.
Advanced				.
Examiner attendance fee			if applicable	.
			Total	.

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

The information on this form and in the help and guidance leaflet was correct at the time of publication but may be subject to change. Visit www.abrsm.org for online exam services and up-to-date information

6 Declaration

How we use your information

ABRSM and ABRSM Publishing will use the personal information that you provide in accordance with applicable data protection laws and our Privacy Policy - available at www.abrsm.org/privacypolicy

We will process your personal information to carry out our obligations under and contract between you and us, and where otherwise reasonably necessary for our purposes.

ABRSM is registered as a data controller with the UK Information Commissioner's Office under registration number Z6618494. ABRSM Publishing is registered as a data controller with the UK Information Commissioner's Office under number Z6329415.

This form must be signed and dated by the applicant (who must be 18 or over) as the person who enters into a contract with ABRSM upon the terms and conditions set out in ABRSM's Exam Regulations. It should not be signed by the candidate except if the candidate is 18 or over and wishes to enter the exam him or herself.

You can view your entry details online as soon as they have been processed (go to online entry & services at www.abrsm.org).

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 Exam Regulations.

Signature

Date

ddmmyy

UK: form and payment to

EXAM ENTRY
ABRSM
4 London Wall Place
London EC2Y 5AU

Ireland: form and payment to

Miriam Halpin
31 Sefton
Rochestown Avenue
Dun Laoghaire, Co Dublin