Application Form 2013 Entry

INTERNATIONAL APPLICANTS You can type into this document

LIPA
THE LIVERPOOL INSTITUTE FOR PERFORMING ARTS

If you complete this form in hand writing, please use black ink throughout and block capitals on page 1. If you type into this form, please print it off when complete, sign and date it. Please post your completed form with any supporting information to the address on page 6.

Personal details

First name(s):

Family name/surname:
(Please enter your name as it appears on your passport/national identity card)

Gender: M ☐ F ☐ Nationality/ Nationalities:

Date of birth (dd/mm/yyyy): / /

Street, number and name:

Town/City:

State/Region:

Postcode/Zip: Country:

Telephone number (inc. dialling code):

Mobile phone number:

Email:

I am able to attend an audition/interview in Liverpool Y ☐ N ☐ I would like to start in September (Year)

FOR OFFICE USE ONLY

Admissions officer

Ed ☐ Exp ☐ Int ☐ Com ☐ Ent ☐

Interview/audition Y ☐ N ☐

Interview/audition date

Postal audition

Outcome:

uc co rej res rec w1 w2 w3

CD Score ☐

Programme to which you wish to apply

- Please tick (✓) the programme to which you wish to apply.
- You will need to complete a separate LIPA application form if you wish to apply to more than one programme.

Three Year Degree Programmes

- ☐ **BA (Honours) Acting**
- ☐ **BA (Honours) Community Drama**
- ☐ **BA (Honours) Dance**
- ☐ **BA (Honours) Music** **COMPLETE SECTIONS A and C**
- ☐ **BA (Honours) Music, Theatre and Entertainment Management**
- ☐ **BA (Honours) Sound Technology** (Do not send a CD)
- ☐ **BA (Honours) Theatre and Performance Design**
- ☐ **BA (Honours) Theatre and Performance Technology**

One Year Foundation Certificate Programmes

- ☐ **LIPA Foundation Certificate in Acting and Musical Theatre**
- ☐ **LIPA Foundation Certificate in Commercial Dance**
- ☐ **LIPA Foundation Certificate in Popular Music and Sound Technology** **COMPLETE SECTIONS B and C**

SECTION A To be completed by applicants to **BA (Honours) Music**

First instrument (the instrument, including voice, that you will receive one-to-one tuition in):

Any other instruments you play in order of proficiency:

SECTION B To be completed by applicants to **LIPA Foundation Certificate in Popular Music and Sound Technology**

Indicate **1** for your first interest and **2** for your second:

☐ **Production** ☐ **Performance**

Please list your **instruments** (including voice) with main instrument first:

SECTION C CD submission

To be submitted with your application for either:

- **BA (Honours) Music**
- **LIPA Foundation Certificate in Popular Music and Sound Technology**

Please clearly label your CD with your name and course you are applying to. Please supply **three** tracks – pick the tracks you feel showcase your musical talent best and any other relevant skills (such as songwriting/arranging, or production)

Track one is titled:

My role on this track is:

Track two is titled:

My role on this track is:

Track three is titled:

My role on this track is:

Please note that we are unable to return your CD

Experience directly related to the programme to which you are applying

Please describe the most **important activities** that you have undertaken which have **direct relevance** to the programme you wish to study at LIPA. These may be projects, performances, work experience etc. Please explain when and where these activities took place and explain your role/responsibilities. We do not mean school or college qualifications. Please highlight if any activities were extra-curricular. Use a separate box to describe each activity. *Any activities you have undertaken in school or college or on a voluntary basis outside the school/college environment should be identified as amateur. Professional relates to any paid work you have undertaken. (Continue on a separate sheet if necessary).

Date/duration of activity		
		*Professional ☐ *Amateur ☐
Date/duration of activity		*Professional ☐ *Amateur ☐
Date/duration of activity		*Professional ☐ *Amateur ☐
Date/duration of activity		*Professional ☐ *Amateur ☐
Date/duration of activity		*Professional ☐ *Amateur ☐

Relevant training

Please list any training you have undertaken including any qualifications (formal or informal), starting with the most recent. We do not mean school or college qualifications (such as your high school grades, vitnemål or IB etc). Examples of training can include dance training, music training, short courses, summer schools etc...

Other experience/skills/abilities in the performing or visual arts or in the arts and entertainment sector, not necessarily directly linked to your chosen field of study

(ie your interdisciplinary experience/interest – indicating your versatility). Please describe these here.

Aspirations

Please state your career aims and aspirations and how you anticipate that your time at LIPA will help you achieve these.

Qualifications

Qualifications – already completed

Please list details of school, college, high school or university qualifications you have completed from the age of 16 upwards. You may attach high school transcripts and certificates to this form. Your original transcripts and certificates will be required prior to enrolment but not at this stage. (Please continue on a separate sheet if necessary).

Name and address of school/college	Subjects taken/ programme of study	Level of qualification (e.g. SAT, IB, Vitnemål, degree, etc.)	Date you received this result	Grade/mark awarded (%, GPA, etc.)

Qualifications you are currently undertaking – not yet completed

Please list details about qualifications and examinations to be taken prior to September 2013 (if any/if appropriate).

Name and address of school/college	Subjects taken/ programme of study	Level of qualification (e.g. SAT, IB, Vitnemål, degree, etc.)	Date qualification will be taken	Predicted grade/mark to be awarded (%, GPA, etc.)

Terms and conditions

LIPA will use all reasonable endeavours to deliver courses in accordance with the descriptions set out in the prospectus.

The course charts are indicative and may be subject to change. LIPA is largely dependent on public funds that need to be managed in a way that is efficient and cost effective. We therefore reserve the right to make variations to the content of courses and/or method of delivery; to discontinue, merge or combine courses if we consider that such action is necessary in the context of LIPA's wider purpose. LIPA also makes changes to its programmes to reflect the changing needs of the arts and entertainment industries.

In the rare event of us discontinuing a course we will use all reasonable endeavours to provide a suitable alternative, failing which, we shall give four weeks notice prior to the start date for the course and any fees paid will be refunded in full. LIPA reserves the right to withdraw a subject or course up to four weeks after the published start date, where it is not considered viable and an alternative subject will be offered or a pro-rata refund of the course fee will be given.

Abiding by LIPA's rules and regulations

A condition of enrolment is that you abide by, and submit to, LIPA's rules and regulations as contained in our student handbook. These rules and regulations are subject to amendment from time to time. Extracts from the current Student Handbook can be obtained on request from the LIPA Admissions Department.

Payment of fees

Tuition fees are, in general, due for payment in full by the student on or before enrolment. First year international degree course students and all Foundation Certificate course students are required to pay a deposit amounting to 25% of the first year's fee on or before 31 May.

UK and EU students who do not take up their Student Loan entitlements are required to pay their fees in full on or before enrolment.

Students in receipt of UK or overseas Government loans, US Federal Financial Aid, Professional and Career Development Loans, private loans or sponsorship from a recognised source, may pay their fees in accordance with the terms of the receipt of their funding arrangements. Written confirmation of this funding must be provided on or before enrolment.

Other students who cannot or do not access the public funding sources available to them may pay their fees in two equal instalments only if they provide a letter of guarantee from a party acceptable to the Institute.

Fees are payable online by debit or credit card.

Withdrawals

LIPA reserves the right to retain up to 50% of any deposit paid where a withdrawal of acceptance of an offer is received after 31 July in the year of entry. Students who are receiving US Federal Financial Aid will be refunded as per US Department of Education R2T4 regulations.

All students are allowed a four week cooling off period from the date of enrolment in which to decide if they wish to continue with their studies or withdraw from their course. In the event of a student withdrawing within the first four weeks they will be charged only an administration fee which is currently £100.

Full-time undergraduate and Foundation Certificate students withdrawing after the cooling off period will be charged an administration fee, currently £100 plus a proportion of the fee payable by the student calculated on a pro-rata basis on the number of weeks of study undertaken, commencing from the date of enrolment.

Students from outside the European Economic Area who require a student visa, should note that the Institute is obliged to notify the UK Border Agency if a student has multiple unauthorised absences, fails to enrol on their course or terminates their studies.

Please retain a copy of these terms and conditions for your records.

Declaration

I understand that if I have knowingly supplied false information on this application that I am liable for immediate exclusion.

I confirm that to the best of my knowledge, the information on this form is correct and complete.

I confirm that I have completed this form by myself. **If you have not, please state why:**

LIPA is registered under the Data Protection Act 1998 and information given on this form will only be used in accordance with the terms of LIPA's registration. I give my explicit consent to the processing of my data by LIPA.

I have read, understand and abide by the terms and conditions.

Signed	Date

Please send your completed application form to:

The Admissions Department,
LIPA,
Mount Street,
Liverpool
L1 9HF,
United Kingdom

Remember to keep a copy of this form.

Monitoring form

LIPA is asking you for the following information because it wants to welcome people from a wide range of backgrounds. UK law also says that LIPA needs to make sure it treats people fairly and equally. LIPA needs to know who is applying to ensure that they have a good experience from us and we know who else we need to encourage to join us. Information provided here is not used in any selection procedure and remains confidential to the LIPA administration team.

Please tick the box which best describes your ethnic origin.

- ☐ Asian Bangladeshi or Asian British Bangladeshi
- ☐ Asian Indian or Asian British Indian
- ☐ Asian Pakistani or Asian British Pakistani
- ☐ Black African or Black British African
- ☐ Black Caribbean or Black British Caribbean
- ☐ Chinese or Other Ethnic Background – Chinese
- ☐ Mixed – White/Asian
- ☐ Mixed – White/Black African
- ☐ Mixed – White/Black Caribbean
- ☐ Other
- ☐ Other Asian Background
- ☐ Other Black Background
- ☐ Other Mixed Background
- ☐ Other White Background
- ☐ White – British
- ☐ White – Irish

Disability

Please tick the box which best describes your status with respect to any disability and/or health condition expected to last 12 months or longer.

- ☐ Blind/partially sighted
- ☐ Deaf/have a hearing impairment
- ☐ Dyslexia
- ☐ Mental health difficulties
- ☐ Multiple disabilities
- ☐ No known disability
- ☐ Personal care support
- ☐ Unseen disability, e.g. diabetes, epilepsy, asthma
- ☐ Wheelchair user/have mobility difficulties
- ☐ A disability not listed above

How did you hear about LIPA?

Please tick which (if any) of the following have helped to influence your decision to apply to LIPA:

- ☐ LIPA prospectus
- ☐ LIPA website
- ☐ Coverage in the media
- ☐ Teacher/tutor
- ☐ Careers Adviser
- ☐ Advertisement
- ☐ Attendance at LIPA Open Day
- ☐ Attendance at a College Fair
- ☐ The British Council
- ☐ Information about LIPA in a directory (such as UCAS hand book or website)
- ☐ Recommendation from another LIPA student/graduate
- ☐ Other **Please detail:**

Thank you for completing this monitoring form. If you have any concerns about the information requested, please contact the Admissions Manager on +44(0)151 330 3000.