

Application Form 2019 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 or save the form and email it to international@lipa.ac.uk

Personal details		FOR OFFICE USE ONLY				
First / given name(s):	<input type="text"/>	Admissions officer				
Family name(s) / surname(s):	<input type="text"/>	Ed	Exp	Int	Com	Ent
(Please enter your name as it appears on your passport/national identity card)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nationality / Nationalities / Citizenship:	<input type="text"/>	Interview/audition Y <input type="checkbox"/> N <input type="checkbox"/>				
Gender: M <input type="checkbox"/> F <input type="checkbox"/>	Date of birth (dd/mm/yyyy):	Interview/audition date				
	<input type="text"/>	Postal audition Y <input type="checkbox"/> N <input type="checkbox"/>				
Address:	<input type="text"/>	Outcome:				
<input type="text"/>		uc co rej res rec w1 w2 w3				
<input type="text"/>		Conditions				
Town/City:	<input type="text"/>	Signed				
State/Region:	<input type="text"/>	Date				
Postcode/Zip:	<input type="text"/>					
Country:	<input type="text"/>					
Mobile number:	<input type="text"/>					
Email:	<input type="text"/>					
I am able to attend an audition/interview in Liverpool Y <input type="checkbox"/> N <input type="checkbox"/> I would like to start in September (Year) <input type="text"/>						
Do you have any criminal convictions? Y <input type="checkbox"/> N <input type="checkbox"/>						
Programme to which you wish to apply						
<ul style="list-style-type: none">• 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 / Four Year MArts Programmes						
<input type="checkbox"/> BA (Honours) Acting PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Applied Theatre and Community Drama PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) / Master of Arts Creative Technologies & Performance PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Dance PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Management of Music, Entertainment, Theatre & Events PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Music PLEASE COMPLETE SECTION A ON PAGE 2 and PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Music (Songwriting & Performance) PLEASE COMPLETE SECTION A ON PAGE 2 and PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Music (Songwriting & Production) PLEASE COMPLETE SECTION A ON PAGE 2 and PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Sound Technology (Do not send a CD) PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Theatre and Performance Design PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> BA (Honours) Theatre and Performance Technology PLEASE COMPLETE PAGES 3 to 7						
Four Year Degree Programme (including foundation year)						
<input type="checkbox"/> BA (Honours) Music (Songwriting & Performance) PLEASE COMPLETE SECTION A ON PAGE 2 and PAGES 3 to 7						
One Year Foundation Certificate Programmes						
<input type="checkbox"/> LIPA Foundation Certificate in Acting PLEASE COMPLETE PAGES 3 TO 7						
<input type="checkbox"/> LIPA Foundation Certificate in Dance PLEASE COMPLETE PAGES 3 to 7						
<input type="checkbox"/> LIPA Foundation Certificate in Popular Music and Music Technology PLEASE COMPLETE SECTION B ON PAGE 2 and PAGES 3 to 7						

SECTION A To be completed by applicants to **BA (Honours) Music; BA (Honours) Music (Songwriting and Performance); BA (Honours) Music (Songwriting and Production)**

First instrument:

(the instrument, including voice, that you will receive one-to-one tuition in, if you apply to BA (Honours) Music or BA (Honours) Music (Songwriting and Performance)

Any other instruments you play in order of proficiency:

CD submission/file sharing

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). You can either submit a CD or share the music files with us via dropbox or provide the URLs for the tracks on YouTube, SoundCloud or Bandcamp

Please select the submission you are making

- CD*
 Dropbox
 YouTube
 SoundCloud
 Bandcamp

Track one is titled:

My role on this track is:

URL for track (if applicable):

Track two is titled:

My role on this track is:

URL for track (if applicable):

Track three is titled:

My role on this track is:

URL for track (if applicable):

*If submitting a CD don't forget to clearly label your CD with your name and the course you are applying to. **Please note that we are unable to return your CD**

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

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

- PRODUCTION
 PERFORMANCE

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

*You receive one to one tuition on your main instrument

DVD submission/file sharing

Please submit either a DVD or files/links via dropbox/YouTube where you have filmed yourself explaining in no more than three minutes your musical history, career aspirations and your reasons for wanting to study at LIPA. You should also submit three musical tracks. You should be filmed playing (or singing) on track one so we have visual evidence of your performance ability. You are welcome to play (or sing) either unaccompanied, with other musicians or to a backing track. The other two tracks can be audio recordings which you can upload to YouTube, SoundCloud or Bandcamp. Pick the tracks that you feel showcase your musical talent best and any other relevant skills (such as songwriting/arranging or production).

Please select the submission you are making

- DVD*
 Dropbox
 YouTube
 Combination of DVD/Dropbox/YouTube/audiofiles and URL links

Track one is titled:

My role on this track is:

YouTube URL (if applicable):

Track two is titled:

My role on this track is:

URL for track (if applicable):

Track three is titled:

My role on this track is:

URL for track (if applicable):

*If submitting a DVD don't forget to clearly label your DVD with your name and the course you are applying to. **Please note that we are unable to return your DVD**

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 paid work you have undertaken. (Continue on a separate sheet if necessary).

Date/duration of activity		*Professional <input type="checkbox"/> *Amateur <input type="checkbox"/>
Date/duration of activity		*Professional <input type="checkbox"/> *Amateur <input type="checkbox"/>
Date/duration of activity		*Professional <input type="checkbox"/> *Amateur <input type="checkbox"/>
Date/duration of activity		*Professional <input type="checkbox"/> *Amateur <input type="checkbox"/>
Date/duration of activity		*Professional <input type="checkbox"/> *Amateur <input type="checkbox"/>

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 2019 (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)

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 either by post to:

The International Team,
LIPA,
Mount Street,
Liverpool
L1 9HF,
United Kingdom

or by email to:

international@lipa.ac.uk

Remember to keep a copy of this form.

Monitoring form

We are asking you for the following information because we want to welcome people from a wide range of backgrounds. UK law also says that we need to make sure we treat people fairly and equally. We need 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 our administration team.

Please tick the box which best describes your ethnic origin.

- Arab
- Asian or Asian British – Bangladeshi
- Asian or Asian British – Indian
- Asian or Asian British – Pakistani
- Black or Black British – African
- Black or Black British – Caribbean
- Chinese
- Gypsy or Traveller
- Irish Traveller
- Mixed – White and Asian
- Mixed – White and Black African
- Mixed – White and Black Caribbean
- Other Asian Background
- Other Black Background
- Other Ethnic Background
- Other Mixed Background
- Other White Background
- White
- White – Scottish

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.

- No known disability
- A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease or epilepsy
- A mental health condition, such as depression, schizophrenia or anxiety disorder
- A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches
- A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- Autistic Spectrum Disorder
- A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- Blind or a serious visual impairment uncorrected by glasses
- Deaf or a serious hearing impairment
- Two or more impairments and/or disabling medical conditions
- A disability, impairment or medical condition that is 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
- Facebook
- Twitter
- Attendance at an exhibition
- 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.

Terms and conditions

The LIPA prospectus was printed in spring of 2018. It contains information on the courses that The Liverpool Institute for Performing Arts intends to run for students who are planning to start university in the autumn of 2019. The more detailed website content for courses has been created in summer 2018. LIPA has made every effort to ensure that information provided is both helpful and accurate as at the date of publication. However, some changes, for example to courses, facilities or fees may become necessary due to legitimate staffing, financial, regulatory and learning reasons. LIPA will endeavour at all times to keep any changes to a minimum and to keep students informed appropriately. For this reason, it is particularly important that you check the website for updates or contact the Admissions Team at LIPA (email admissions@lipa.ac.uk, tel: +44 (0)151 330 3000).

In the rare event of us discontinuing a course, we will use all reasonable endeavours to provide a suitable alternative, failing which, we will usually give four weeks' notice prior to the start date for the course and any fees paid will be refunded in full.

Fees paid by an individual, through a loan from the Student Loans Company, or by a sponsor will be treated in the same way and fully reimbursed.

Where other costs such as travel and accommodation have been unavoidably and irreversibly incurred, these will be reimbursed, subject to appropriate documentation being supplied.

Where a bursary has been paid this will be honoured in full with no repayment necessary.

In addition to refunds, compensation will be paid for disruption and inconvenience caused by withdrawal or suspension which will be no less than 10% of costs (excluding tuition fees).

Abiding by our rules and regulations

A condition of enrolment is that you abide by, and submit to, our 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 our Admissions Department.

Payment of fees

Tuition fees are, in general, due for payment in full by the student two weeks 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 no later than 31 May.

UK and EU students who do not take up their Student Loan entitlements are required to pay their fees in full two weeks 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 and deposit 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. The first instalment must be paid a full two weeks before enrolment.

Fees are only payable online by debit or credit card. We no longer accept payment by cheque.

Withdrawals

We reserve 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.

First year and Foundation Certificate 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.

For students in receipt of a SLC tuition fee loan we will restrict the amount we require you to pay to us to the amount the SLC will loan you.

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

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