

Entry form for solo grade exams in music London Centre only

Completing this form

Please read carefully the notes alongside each section.

Please use BLOCK CAPITALS throughout, except for the signature.

If you have more than 12 candidates, additional forms must be used. Each must be signed by the person making the entry and the total fees on each form must be written in the space provided. You should make **one** payment to cover the entries on each form.

Cheques should be made payable to Trinity College London.

A separate form and payment must be sent when:

- candidates are to be examined on different exam dates
- the name of the teacher or school varies between one group of candidates and another
- candidates are being entered at different centres
- candidates are being entered for practical and for theory exams
- candidates are being entered for different disciplines at specialist sessions, such as at the Guildhall School of Music & Drama.

For Drama exams, please use the relevant Drama entry form.

For entry to Rock & Pop exams, please go to <http://trinityrock.trinitycollege.com/enter>

A Applicant's details

*This information may be used to provide the applicant with information and news about our programmes, events and services. Please tick this box if you would prefer not to receive such information.** ☐

Name

Address

Postcode

Tel. (day) Area code No.

(evening) Area code No.

Email

Have your address/contact details

changed since your last entry? ☐ Yes ☐ No ☐ This is my first entry

B About the exam

Please indicate your **PREFERRED** venue for exams

- ☐ Peregrine's Pianos, Kings Cross (weekends and weekdays)
- ☐ Trinity Laban, Old Naval College, Greenwich (Sundays only)
- ☐ Morley College, Waterloo (selected weekdays only)
- ☐ Schott Music Shop, Great Marlborough Street (Sundays only)
- ☐ New London Performing Arts Centre, Muswell Hill (Fridays and Sundays only)
- ☐ Jaques Samuel Pianos, Edgware Road (selected weekdays and Sundays)
- ☐ Broomfield House School, Richmond (Sundays only)
- ☐ Purley United Reformed Church, Purley (weekdays only)
- ☐ Forest Hill Methodist Church, Forest Hill (selected weekdays and Sundays)
- ☐ Harrow Music Service, Harrow (weekdays only) **(S)**
- ☐ South Chingford Congregational Church, Edmonton and Tottenham (Weekdays and Saturdays)
- ☐ 249 Victoria Road, Ruislip (weekends and weekdays)
- ☐ 1901 Arts Club, Waterloo (Sundays only)

Guildhall School of Music & Drama, London Barbican (selected weekends only) **(S)**:

☐ Brass ☐ Guitar ☐ Piano ☐ Strings ☐ Voice ☐ Woodwind

☐ Drum Kit/Percussion (Please use one entry form and cheque per discipline)

Theory (written): ☐ Central London ☐ Edmonton ☐ Croydon

(S) = Specialist examiner sessions available (to all candidates)

Month of exam Year

Give dates or times when you or your candidates are NOT available:

Notes

Applicant's details

The person named in this section accepts responsibility for entering the candidates named on the form.

The named person may be a teacher, a parent/guardian of a younger candidate or an adult candidate. Where relevant, this person can act on behalf of a school or company.

All communications will be sent to this person and will be sent to the address given here. Trinity College London cannot accept responsibility if the information given is inaccurate.

Please give telephone numbers at which the named person can normally be contacted.

Data protection

Please refer candidates to our website for information about how Trinity will use their personal data.

About the exam

Please indicate your **preferred** venue for exams.

Give the month and year of the exam session for which you are entering.

Please write here any dates or times during the relevant session at which candidates are **not** available for exam because of prior commitments. It is advisable that if a candidate is unable to attend on the majority of dates in a session an alternative session is chosen as date requests cannot always be fulfilled.

Exam dates are available on the website www.trinitycollege.com/musicentry

Representatives will do their best to meet requests to avoid specific dates, but this cannot be guaranteed.

Address

Trinity College London
AMP House, Dingwall Road
Croydon CR0 2LX
T +44 (0)20 7820 6100
E info@trinitycollege.com
www.trinitycollege.com

C Name of teacher or school

Complete this section if you want the name of the teacher or school on certificates.

Candidates' teacher _____

Teacher's qualifications _____

Candidates' school _____

D Total fees and applicant's signature

Payment of _____ enclosed for total fees.

I agree to abide by the regulations of Trinity College London as published in the *Information & Regulations* booklet and also available at www.trinitycollege.com

Signature _____ Date _____

E Candidates with special needs

Candidate's name _____

Special needs (e.g. partially sighted) _____

Requirement (e.g. large-print sight reading) _____

Braille certificate required? Yes / No (Please circle your answer, e.g. **Yes**)

Please include a special needs provision form for each candidate with your entries to explain the nature of the special needs in as much detail as possible. This is available to download from www.trinitycollege.com, from your Local Area Representative, or from Trinity's London office. First-time entries for dyslexic candidates must be accompanied by a copy of a current psychologist's report. If candidate has been entered previously, please supply details of any special provisions required.

Notes

Name of teacher or school

Include here the name of the teacher, if required on certificates.

Please show the teacher's qualifications in the order required on certificates. Up to 50 characters – letters (upper and lower case, as appropriate), spaces and punctuation, including parentheses – can be included.

Give the name of the candidate's school, if required on the certificate.

Total fees and your signature

Write here the total fees covered by all entry forms being submitted. **Cheques should be made payable to Trinity College London.**

The person named in Section A must sign and date each form. This constitutes an agreement to abide by Trinity College London's exam regulations which are published in the *Information & Regulations* booklet and also available at www.trinitycollege.com

Candidates with special needs

Please indicate the requirements of candidates with special needs. Please be aware that no concession can be made in the marking of the exam.

If the candidate is under 16 years of age the special needs provision form will have to be signed by a parent/guardian of the candidate or a duly authorised agent.

The special needs provision form and proof of the special needs must accompany the entry.

Receipt

If a receipt is required, please fill in your name on the receipt at the bottom of this page. Receipts will be issued only if your name is filled in and a stamped-addressed envelope is sent with the entries.

Grade/level codes

IN	Initial
01	Grade 1
02	Grade 2
03	Grade 3
04	Grade 4
05	Grade 5
06	Grade 6
07	Grade 7
08	Grade 8
FC	Foundation Certificate
IC	Intermediate Certificate
AC	Advanced Certificate

* Candidates entering using the 2014-2016 Drum Kit syllabus should use subject code DRM. Candidates entering using the 2011-2013 syllabus should use subject code DKT. Please see page 3 of the 2014-2016 Percussion syllabus or www.trinitycollege.com/percussion for full details of the syllabus overlap arrangements for 2014.

Subject codes

FBA	Accordion (Classical)	JCL	Jazz Clarinet
SBA	Accordion (Standard Bass)	JFL	Jazz Flute
BTN	Baritone	JSX	Jazz Saxophone
BBB	B flat Bass	NHP	Non-Pedal Harp
BT	Bass Trombone		(Grades 4-8, FC, IC & AC)
BSN	Bassoon	OB	Oboe
VCL	Cello	ORC	Orchestral Percussion
CL	Clarinet	OGN	Organ
COR	Cornet	PHP	Pedal Harp
SPC	E flat Soprano Cornet		(Grades 4-8, FC, IC & AC)
DK	Digital Keyboard	PAC	Piano Accompanying
	(Grades 6-8)	PLE	Plectrum Guitar
DB	Double Bass	REC	Recorder
DKT	Drum Kit (2011-2013 syllabus)*	SAX	Saxophone
DRM	Drum Kit (2014-2016 syllabus)*	SNG	Singing
EBB	E flat Bass	SND	Snare Drum
EK	Electronic Keyboard	PNO	Piano
	(Initial & Grades 1-5)	TEN	E flat Tenor Horn
EO	Electronic Organ	TMP	Timpani
EUP	Euphonium	TBN	Trombone
FLG	Flugel Horn	TPT	Trumpet
FL	Flute	TBA	Tuba
HRN	French Horn	TUN	Tuned Percussion
GTR	Guitar	VLA	Viola
HRP	Harp	VLN	Violin
	(Initial & Grades 1-3)	TY	Theory of Music

F Candidates' details

For each candidate, please give the full name as it should appear on the certificate.
Underline the FAMILY NAME clearly below the line.

Candidate 7

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Candidate 8

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Candidate 9

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Candidate 10

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Candidate 11

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Candidate 12

Please tick if this is the candidate's first entry ☐

Full name

Date of birth

Male / Female

Special needs?

Subject Grade Subject code Fee Fee type

For drum kit only. Tick if left handed set-up is required ☐

Unique learner number (see note) NCN (see note)

Add up the total fees for this form and insert the amount here:
(Remember to include the entries on the inside page.)

TOTAL FEES

Notes

Candidates' details

Write in the instrument or subject as it appears in the relevant syllabus (e.g. Solo Piano, E flat Bass).

Write in the grade for each candidate – see table on second page.

Write in the subject code for each candidate – see table on second page.

N.B. No codes have been given for Piano Duet or other group exams: you must use the separate group and pair exams entry form for these candidates.

Show the fee for each candidate, and indicate the type of fee:

F Full fee

H Half-fee re-entry (this must be accompanied by a valid re-entry permit)

L (see late-entry procedure in the *Information & Regulations* booklet and also available at www.trinitycollege.com)

Write in each candidate's date of birth and gender. We are required to collect this information for various education and government bodies. This information is not communicated to examiners or to any third party.

Tick the box if the candidate has any special needs requirements. Further details must be given in **Section E**.

If you are entering more than 12 candidates, please use additional entry forms. These should be stapled to the first form and sent together to your Local Area Representative.

Fees

Exam fees are printed on a separate sheet enclosed with this entry form. If the fee sheet is missing, another copy may be obtained from your Local Area Representative or from www.trinitycollege.com

Cheques should be made payable to Trinity College London.