



## Guide to Applications for Students

*Updated August 2022*

**We look forward to receiving your application for Singing School 2023.**

**Keep this handy to check as you make your application (and for easy reference later!).**

**Do you qualify to be a student at Singing School NZ?**

- ✓ Yes, you will be 18 years or older when the school finishes (although 16/17 year singers resident in Hawke's Bay can apply with signed parent/guardian permission).
- ✓ Yes, you plan to be a full-time student and have had at least 3 years of singing lessons with a teacher (ie, not just school, theatre or choir experience). Knowing how to read music, the fundamentals of voice control and general singing disciplines are just some of the ways singing lessons will help your time at the school.
- ✓ Or, you want to be a part-time Observer. Note that applications for you will open later. You might not have had singing lessons, but you've performed in theatre or choirs, are used to reading music and listening to/working with other singers and you want gain knowledge from watching other singers being taught technique and style.

## Contents

Application Requirements .....	2
<b>Application Form - step by step</b> .....	2
1. Personal details .....	2
2. Music education .....	2
3. Course Choices .....	3
4. Streams & Ensembles .....	3
5. Deposit and Fees .....	3
6. Hardship study subsidy and scholarship .....	3
7. Cancellations and Refund Policy .....	4
8. Health and Safety .....	5
9. Accommodation .....	5
10. Meals .....	6
<b>VIDEO ADVICE FOR AUDITIONS</b> .....	6



## Application Requirements

### Key Dates

30 September 2022 – applications close, deposit paid, audition videos uploaded. (Late applications may be accepted – talk to us first)

17 October 2022 onwards – acceptances notified

1 November 2022 – early bird discount on school fee ends

14 November 2022 – full fees to be paid

11 January 2023 – accepted and enrolled students arrive and start singing!

### What to provide with your application form:

1. A recent head and shoulder colour photograph of yourself
2. A one-page resumé with your highest educational qualifications, vocal training qualifications and performance experience to date.
3. Notification that your deposit of \$185.00 is paid into the Singing School bank account.

### All files **MUST** be uploaded with your first or preferred name and family name as file label.

Once your application is with us we will give your email address access to our Dropbox and notify you so you can upload your audition videos. You will provide TWO (2x) audition video files (max size 64 MB) with your name as the file label -

- Single course enrolments (classical or musical theatre) provide 2x contrasting songs in your genre
- Crossover course enrolments provide 1x classical and 1x music theatre song

After the Artistic Directors have viewed all audition videos, letters of acceptance [or decline] will be sent by 30 September. Accepted students can then make arrangements to pay the fee.

## Application Form - step by step

### 1. Personal details

Please complete the standard details so we know who you are and have your contacts details and details for emergencies. Please let us know the name you'd prefer to be called if different from your First name (ie Chris instead of Christopher or Christine) or a nickname (ie CeeJay). You'd like us to get that right!

**IMPORTANT:** All students under 18 who are accepted at the School will need a parent/guardian approval to be signed, and confirmation you are living at home in Napier or Hastings and can be well supported.

### 2. Music education

We want all students to have reached a level of singing proficiency, where you can read music, pitch well and take direction, so Singing School NZ prefers that students have at least 3 years of singing



lessons with a singing teacher. These details, plus your voice type, supplements the video audition you send in, and will help our Artistic Directors to place you in the right course so you get the best tutoring for your level. Some talented and capable singers have exceptional circumstances - just email us to discuss or add information to your application.

### 3. Course Choices

Let us know which course of singing tuition you are seeking – either all classical, all musical theatre or crossover with a blend of tutoring in both styles. Crossover is now seen as an essential skill for future careers. Classical students will be given language tutoring to expand your performance capacity in Italian and English, while musical theatre students will focus on English diction and accents.

### 4. Streams & Ensembles.

Musical theatre students are not streamed, but classical students have two streams - advanced and mainstream. Please select the stream you think you fit into, although the Artistic Directors may move you according to your ability.

Ensembles (2-6 singers) are an important part of performance training and we aim for *all* students to be part of an ensemble and chorus in the final concert. Advanced classical students who are technically comfortable singing in an opera ensemble can select that option, while less-experienced mainstream classical students might prefer to be part of a musical theatre ensemble.

### 5. Deposit and Fees

Tick that your deposit of 10% of the full cost (\$185) is being paid on application into the SST bank account – you can also upload a screen shot of your bank record. Payment can be made by internet banking to: New Zealand National Singing School, BNZ 02-0700-0295823-00.

**The early bird fee of \$1650.00** can be paid until 1 November 2022, after which the full fee is NZD\$1850.00. This fee is approx \$150 per day for 2 masterclasses, 2 performance classes, technicals lectures, evening meals and transport to theatres. Students pay separately for their accommodation, breakfast and lunch. **Full fee payment is required by 14 November.**

**Ask us about payment plans** that can be arranged to spread payments to manage budgets. Please contact the Manager at [info@singingschool.org.nz](mailto:info@singingschool.org.nz).

### 6. Hardship study subsidy and scholarship

Singing School NZ is able to assist students who face hardship affording fees and costs, thanks to generous donors.

**Cox Partners 'Giving for Good' Hardship Study Subsidy** - \$750 fee subsidy available to all students NEW to Singing School, ie have not attended before. The application will be made after you have been accepted and by your singing teacher using the online [Hardship Study Subsidy Form](#).

**Centre City Music Theatre Scholarship** - \$1000 funding has been made available for one musical theatre and one classical student who have already been accepted into the school. Students can contact the school manager for an application form once their place at school is confirmed



## 7. Cancellations and Refund Policy

*See table on next page*

**Please read this carefully** so you understand the financial implications of cancellations. After Covid-19 cancellations this has become essential information.

- A cancellation (or delay) of the School, particularly by Covid-19 restrictions or an emergency (flooding, earthquake) preventing the school operating. We would inform you immediately after a decision is made by the Trust Board.
- A cancellation by a student, before or when you are accepted into the School. Things can happen to prevent you from coming. **IMPORTANT:** Please let us know of your cancellation by phone and email as soon as you can, as it may allow another student a place.

## Cancellations and Refund policy

1.	Student not accepted into school.	Deposit refunded, minus \$50 admin fee
2.	Student cancelling after application and before enrolments close – 30 September 2022.	Deposit refunded, minus \$50 admin fee
3.	Student cancelling from close of enrolments (30 Sept 2022) to final fees due (14 Nov).	No refund of the deposit, but any payments made in addition to the deposit are refunded in full.
4.	Student cancelling between paying final fees (14 Nov 2022) and the start of school (11 Jan 2023), or withdrawal during the school. This may be because of a medical or family emergency.	No refund of the deposit. Refund of fees will be at the discretion of the NZ Singing School Trust on evidence of either a medical certificate or other circumstances, and will be made after the School closes.
5.	The NZSS Trust cancelling the school (or delaying it more than 4 months) due to an Act of God, regulatory restrictions or any form of emergency.	100% of fees refunded, minus \$50 admin fee.

### 8. Health and Safety

The Singing School NZ wants to ensure all our students and faculty have a safe, healthy, productive and fulfilling experience. The School has policies to ensure the health and safety of all students, including a Covid Safety Policy, which will be adhered to. The Covid-19 epidemic means that extra caution is needed when we are all together – and singing!

We welcome all students, including if you have health conditions or disabilities. The School campus at EIT is wheelchair accessible as are all venues, and we can arrange for students (full-time and observer) who have sight impairments to receive music in a suitable format.

**Please inform us if you have conditions that may or will impact on your participation at the School. This can include asthma, food allergies etc. We want to ensure you can be safe and comfortable.** Any health information you give us remains confidential and is only used by the administration and relevant faculty of the School. We can also make sure faculty can teach you in a way that doesn't adversely impact your health condition, or if medical intervention is needed, that it's delivered effectively with full knowledge of your condition.

H&S Policies will be made in the Student Resources space on our website and in the school app. You'll see Covid-19 reminder posters up around the School, plus hand sanitiser will be in all classes and rehearsal spaces.

### 9. Accommodation

Students are welcome to source their own accommodation -boarding with family or, if you know of others coming to the school, booking a B&B to share. This can be a good option if you want some independence and have a car.

We have reserved accommodation at Napier Girls High School hostel. This will provide you with a room, shared social and eating space, breakfast and bus transport between hostel and campus.

## 10. Meals

If you book your own accommodation you will organise your own breakfast and lunch.

Students staying at the hostel will have breakfast supplied, so allow for lunch and snack costs.

The EIT cafeteria has been revamped since the 2019 school and is more spacious. You will find a good variety of nutritious reasonably priced meals, drinks and snacks. Subway is just over the road at the sports centre and there's a dairy and shops about 20 minutes walk away.

Any students with acute allergies (nuts, lactose, gluten, refined sugar) that lead to medical problems, please advise us and we can inform the EIT chefs. Alternatively, you can cater for yourself and we can help with safe refrigeration etc.

All the school has dinner together in the evenings before the in-house concerts or lectures. This cost is included in your fee.

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## VIDEO ADVICE FOR AUDITIONS

Making an audition video is an essential tool for performers, and with planning you can get the best results. Many of you will be very experienced at this but it's worth checking our requirements ... and some tips for newbies!

Our best advice is to do a test video – 'Take One', or maybe two, three ..! Mobile devices are good quality but a rehearsal will help you check sound, lighting and positioning, location/surroundings before your final quality take.

### Location

- Have enough space to move or gesture in character. Home or a teacher's studio is fine, but, if filming in your local theatre check lighting and sound.
- Dress tidy – or you might choose to glam it up or be in costume if that helps you with your performance.
- You can announce your piece before you sing.

### Lighting

- Have good lighting in front of you – we want to see you! Reduce light from windows or artificial light behind or beside you as it can flare the camera or cause dark shadows.
- Take extra care filming in your local theatre as cellphones can struggle with the contrast between dark auditoriums and bright stage lighting. Sound can also be an issue, but if you use the expert video person at your theatre, they will get best results!

### Camera

- Elevate your camera to eye level so you look forward and slightly up.
- Have your camera/cellphone in a stable stand, rather than hand-held. This is where someone else can help operate it.



### **Audio**

- Sound is obviously crucial, so place your recording device away from the piano or speaker (NOT on top!).
- A smart tip to get good sound is to use two mobile devices to record you singing. Then edit the two files together! Set up one device (and an assistant) in a good position to film you and capture some sound, but hide another device close enough to get a better recording of your voice. When you start recording, make a loud clap so you can sync the two recordings when you edit. Use editing software (eg, Garage Band or Da Vinci Resolve which is free) to blend in the good sound from the hidden phone with the great video from the other.

### **Editing**

- The filming must be in one take – no cuts. The ADs want to see how you perform, with no edits to cover up any minor mistakes.
- Zooming can be used if necessary (ie if the camera is a bit far away).
- When you edit it, you can put text with you name and song title at the beginning of each video clip. Again, nice if you have the skills but not essential!

**After you have sent in your application, we add your email address access to our  
Dropbox and notify you so you can upload your videos.  
Please ask if you've not received the link!**