

# RAMBERT SCHOOL

## RAMBERT SCHOOL ADMISSIONS POLICY 2017-18

### (for 2018-19 entry)

The Rambert School offers places based on talent and potential for training alone (i.e. not discriminating on the basis of gender, ethnicity, religion, sexual orientation, disability, economic background or otherwise); and considers each particular applicant's suitability for the programme of study. Rambert School, in union with the Conservatoire for Dance and Drama and its affiliates, operates an equal opportunities policy; for further information, go to [www.cdd.ac.uk/about/equality-and-diversity/](http://www.cdd.ac.uk/about/equality-and-diversity/).

Students of the Rambert School of Ballet and Contemporary Dance are registered as students with the Conservatoire for Dance and Drama, a higher education public funding provider.

### **Applications**

Applications are accepted from around the 30<sup>th</sup> September for entry the following academic year. Information about the application process will be displayed on the school website. Application forms are available to download from the school website.

### **Application Form information**

The questions on the application form will be designed to provide only the information needed for the school to make a decision as to whether the candidate can be invited to audition. The application form will also include questions in line with our equal opportunities policy and are used to provide statistical information only and do not form part of the audition process.

### **Application process**

Only applications received with the administration fee will be processed. On receipt of the correct fee and information the application form will be processed by the Head of Admissions, Registry & Student Support or staff supporting her, there is no guarantee of an offer of audition, the final decision lies with the Principal of the school.

The administration fee of £50 is non-refundable.

If a candidate is not selected for audition, they will be informed of the decision by email **within two weeks** of application. If a candidate is selected for audition, they will be notified via email and offered an audition date.

Audition dates are listed on our website. Candidates can request a preferred date on their application form. We cannot guarantee this date will be available but will offer an alternative date. Auditions are offered on a first come first served basis. Those who are able to attend are invited to the Stage 1 audition day. Those unable to attend, such as coming from overseas, may submit a Digital audition, which is considered by the Principal & Artistic Director and The Deputy Principal.

Candidates invited to formal auditions will be considered by a panel of Rambert School teaching staff and a member of the Screening, Treatment and Rehabilitation Unit (STRU). Entry to Rambert School from September 2018 onwards is through a two-stage audition process. First Stage Auditions: candidates will complete a ballet and contemporary dance class, pointe work (for female applicants) and some candidates may be asked to perform a Solo/attend a physical assessment /be interviewed.( as required by the panel) Successful candidates will be invited to attend the Second Stage audition process. Second Stage audition dates will be on the school website.

All candidates will be notified of the outcome of auditions within 48 hrs of audition.

Panel members will make notes on the classwork to form the basis of the decision to offer a place. All audition notes will be kept for one year. Information on the format for digital auditions is provided on the School's website.

### **Overseas auditions**

Overseas auditions periodically take place in Japan, Singapore, Australia, Canada and USA. Please see our international students page on our website for further details.

[www.rambertschool.org.uk/students/international-students](http://www.rambertschool.org.uk/students/international-students)

### **Offer of a place**

A candidate who is offered a place should normally expect to hear their result within two weeks of their Stage 2 audition. The candidate will need to accept that place within two weeks of the offer by returning an acceptance email and paying a deposit via bank transfer or cheque which will be offset against their fees or refunded in the third term of the first year of the course.

### **Reserve List**

Candidates may be offered a place on the Reserve List. Students should normally expect to hear within two weeks of their Stage 2 audition. A reserve place may be offered up until the start of term. Only when the term has formally started will the reserve list students be informed that they have not been offered a place on this occasion. The decision to offer a place from the reserve list is at the discretion of the Principal.

### **Not offered a place**

A candidate who is not offered a place should normally expect to hear within two weeks of audition. Candidates who are not offered a place are allowed to apply again for the following academic year's entry.

### **Offer of a place to overseas candidates**

Where a successful candidate is applying as an overseas student, the school will ask for a copy of either their passport or where appropriate their residency status, in order to determine whether they will need a Confirmation of Studies issued in order to progress a visa application.

The status will also determine whether they are eligible to pay UK/EU fees rather than the overseas fee. Where a candidate has been either resident abroad or has been living outside of the UK/EU for more than three years, they will be eligible to pay the overseas fee even if they possess a UK/EU passport.

For applicants with English as a second language they will be asked within the application form to achieve a Level B1 in accordance with the UK Visa & immigration (UKVI) Regulations.

### **False, fraudulent or misleading information provided by applicants**

Rambert School expects that all information provided to it by applicants will be complete, true and accurate, with no misleading omissions or inaccuracies. Any submission of fraudulent, inaccurate or misleading information on the application, or the omission of relevant information, will result in the immediate cancellation of the application and/or the withdrawal of any offer made. Where information comes to light that an application may contain false, fraudulent or misleading information from a successful applicant who has already registered as a student with Rambert School, the student may be subject to disciplinary action.

### **Admissions Appeals and Complaints**

A candidate is only permitted to appeal against the process of audition, there is no right to appeal the decision of the audition panel, and the audition panel decision is final. If a candidate feels they were treated unfairly at audition, they should follow the Admissions Complaints and Appeals Procedure below.

In accordance with Rambert Schools Admissions, Appeals and Complaints Policy, an applicant may submit an appeal or complaint regarding the admissions process by following the Admissions, Appeals and Complaints Procedure:

<https://www.rambertschool.org.uk/wp-content/uploads/2017/10/Rambert-School-Admissions-Appeals-Complaints-Policy.pdf>