



# The Countess of Munster MUSICAL TRUST

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## Postgraduate Study Awards Online Application Help Sheet

You may apply to the Trust if:

- you are a singer or instrumentalist looking to undertake **performance-based classical or jazz music postgraduate study**; or
- a **composer looking to undertake postgraduate study in composition**; or
- an **exceptional jazz musician looking for funding towards their final year of a performance-based jazz undergraduate course**.

Your application may be for support for postgraduate study:

- at up to two different institutions (in the event that you have not yet made a final decision on where you will be studying); or
- at one institution and for private study, short courses or masterclasses; or
- by way of private study, short courses or masterclasses.

You do not have to have been accepted on your course when you apply to the Trust. Applications will be accepted from students undertaking their second or subsequent postgraduate year.

You may **NOT** apply for support for:

- Undergraduate/first degree courses unless you are an exceptional jazz musician looking for funding towards their final year of a performance-based jazz undergraduate course
- Courses which the Trustees perceive to be for Professional Development
- Musical Theatre and Music Therapy courses
- Film Composition courses
- Conducting and répétiteur courses
- MPhil and PhD courses - students undertaking such courses are advised to contact the Arts & Humanities Research Council - [www.ahrc.ac.uk](http://www.ahrc.ac.uk)

## **Eligibility Criteria:**

The current policy of the Trust is to consider candidates (instrumentalists, singers & composers) for study awards who satisfy the following residency criteria:

1. The applicant has either been **resident in the UK for over ten years since birth** or alternatively **has successfully completed** (by the end of the current academic year) **at least three academic years of full-time study** in a UK higher education institution (University / Music Conservatoire); **and**
2. The applicant can prove that, based on the laws and regulations in force at the closing date for applications (10 February) and his/her personal circumstances, he/she **automatically has permission to continue to reside and work in the UK following completion of higher education**.

**Commonwealth Candidates:** Reflecting the Trust's long record of supporting outstanding applicants from the Commonwealth, an exception will be made to the above criteria in the case of applicants who are **long-term residents of Commonwealth countries**. These candidates' applications should be **for study in the UK only**.

Please note:

- If you are currently studying in the UK on a Tier 4 student visa, you are not eligible to apply (unless the exception for Commonwealth candidates applies to you).
- If, according to the laws and regulations in force at 10 February 2020, you will need to apply for a visa in order to be able to live and work in the UK following the completion of your studies, you are not eligible to apply. However, in view of the current uncertainty over the UK's departure from the European Union, the Trustees would like to clarify that, provided that long-term residents of EU countries are able to show three academic years of full-time study in a UK higher education institution (see 1. above), they will this year be accepted as eligible to apply. If you are a student from the EU and are unsure as to whether you are eligible to apply, please contact the Secretary on 01428 685427 or admin@munstertrust.org.uk for assistance.
- The Trust may ask for proof of eligibility to be provided in the form of scans of passports, letters from the Home Office or other official information. Failure to provide such information when requested will result in your application being rejected.

**Online Application Form – below is listed the information that you will be required to provide on the Online Application Form. It is possible to save your progress as you complete different stages of the Application Form but you may find it helpful to assemble the information you require before you start to complete the form online. Remember – the closing date for submissions is midnight on 10<sup>th</sup> February.**

**A. Personal Information:**

- Last Name
- First Name
- Other Names – maiden name (if applicable) or stage name (if different from above)
- Date of birth – dd/mm/yyyy
- Marital status (optional)
- Country of birth / Nationality
- Email
- Mobile
- Term-time Address
- Permanent Address
- Discipline / Instrument or Voice

**B. Proposed Course of Study:** you can enter details of up to 2 institutions, or details for 1 institution & private study &/or a short course &/or a masterclass. **Please keep the Secretary up-to-date with the progress of your applications if you are applying for more than one option.**

- Name of intended institution(s); Details of private study; Details of short course or masterclass
- Type of course (ie. pg full-time or pg part-time, length of short course, date of masterclass)
- Title of course
- Length of course and, if longer than 1 year, the year you are applying for
- Names of prospective teachers (if known)
- Whether or not you have been accepted onto your course (yes, no, application pending, audition pending, etc.)

For each institution or private study/short course/masterclass – please provide:

**Outgoings** (*estimated for academic year for which you are applying*)

- Tuition fees
- Rent (over 10 months unless you have a 12-month contract)
- Maintenance (for 10 months of academic year) which includes travel within the UK
- Travel (as a separate item only if applying for study outside of UK)
- Any other information on outgoings that you feel the Trustees should have

**Income** (*estimated for academic year for which you are applying*)

- Scholarships/bursaries from the institution in respect of which you are making the application (only if money is already confirmed)
- Family help
- Personal savings
- Teaching
- Non-musical employment
- Recital/orchestral work
- Other sources, for instance a postgraduate loan

### **C. Education & Experience:**

If you are not currently studying at an institution:

- Details of what you are doing
- If you are having private lessons, with whom and how often

If you are currently studying at an institution:

- Name of institution
- Title of course
- Graduation date

If you are already undertaking postgraduate study:

- Details of first/undergraduate degree
- Name of institution
- Title of course studied and class of degree achieved
- Graduation date

If you are currently on a second postgraduate course:

- Details of any other postgraduate study
- Name of institution
- Title of course studied and class of degree achieved
- Graduation date

**In all cases:**

- Details of secondary school(s) and/or Junior Conservatoire(s) attended – names with dates (mm/yy-mm/yy)
- Details of current teachers & past teachers - space to enter up to 4 names with dates (mm/yy-mm/yy)

### **D. Focus/Career:**

- What do you expect to achieve from further study? (limited to 460 characters)

- What has been the main focus of your studies at university/music college/conservatoire, including any prizes and awards won? (limited to 444 characters)
- List the most significant public performances in the last 12 months, with dates (limited to 474 characters)
- What are your career aims? (limited to 350 characters)

#### **E. Financial Information:**

- Student Debt & any other debts - amounts outstanding and repayment terms
- Details of any funding received for your **current** studies or which you have received in the past towards your studies
- Details of where you have already applied for funding for the coming academic year or where you intend to apply for funding, in connection with the course of study to which this application relates – please include details of any applications pending - space for the names of up to 6 sources (only enter figures if the amounts are confirmed).

#### **F. Any Other Information:**

Please enter any other information that you feel is relevant to this application, including details of any disability or special requirements of which you would like the Trust to be aware. Limited to 1015 characters.

#### **G. Submission of video recordings:**

**Please read this information carefully - a poor quality recording WILL disadvantage your application:**

- **Instrumentalists and Singers** (except **Percussion** – see below)

To accompany your application form, please include 2 YouTube links. Each link must be to a video recording of you singing/playing within the previous 6 months. The 2 pieces that you choose for your links must be contrasting in period, style and tempo and **each piece must be between 4 and 5 minutes long.**

- **Please note: all video recordings must be publicly viewable.** Please use the unlisted or public privacy setting. Please ensure that all advertisements are turned off.
- Two separate links are required – one for each piece. They should be video recordings from within the last 6 months and should be unedited and recorded using a single position camera/recorder.
- Please add the date on which the recording was made (and not just the date on which it was uploaded to YouTube) to the Basic Information section of YouTube as you upload your video.
- **If you are called to audition, you will not be able to perform the pieces you have submitted with your application.** Please do not include with your application pieces that you have submitted to the Trust in support of applications in previous years.
- Do not submit two movements from the same work, or two pieces by the same composer.
- A recording of a solo performance is preferred to performances of chamber music or pieces with orchestral accompaniment but it is not acceptable to submit an accompanied piece without the accompaniment. Pianists should not include performances duetting with another pianist.
- A live performance is not regarded as intrinsically better than a studio recording. The video recording submitted is assessed as a musical whole and so applicants are advised not to include recordings in which the performance standard of any accompanying part is significantly lower than that of the applicant.

- Please do not include long introductions by accompanying instruments or introduce yourself or the piece. There should be approximately 5 minutes of your performance.
- Piano Accompanists: please include links to either:
  - I. Two unedited video recordings of you accompanying a singer; or
  - II. Two unedited video recordings of you accompanying, separately, a singer and an instrumentalist; or
  - III. Two unedited video recordings of you accompanying an instrumentalist.
 Each piano part must be original and NOT an orchestral reduction. Neither of the two pieces should exceed six minutes. The performances will be judged as a whole and so you should consider carefully your choice of singer/instrumentalist. When selecting your pieces and making your recordings, please bear in mind that the Trustees wish to be able to judge both your abilities as a pianist and your skills as an accompanist.

- **Percussion**

To accompany your application form, please include two YouTube links to video recordings as follows:

1. One video recording should consist of the following pieces: Timpani: Hindemith Metamorphoses on Themes of Weber **AND** Snare Drum: Rimsky-Korsakov Scheherazade (Mvts 3 and 4)
2. The other video recording should consist of the following pieces: Xylophone: Gershwin Porgy and Bess Introduction **AND** Vibraphone: Bernstein West Side Story

- **Please note: all video recordings must be publicly viewable. Please use the unlisted or public privacy setting. Ensure all advertisements are switched off.**
- The video recordings should be from within the last 6 months and should be unedited and recorded using a single position camera/recorder.
- Please add the date on which the recording was made (and not just the date on which it was uploaded to YouTube) to the Basic Information section of YouTube as you upload your video.

- **Composers**

To accompany your application form, please include YouTube OR SoundCloud links to two video or audio recordings of recent compositions contrasting in style.

- **Please note: all recordings must be publicly accessible.**
- Two separate links are required – one for each piece. They should be recordings from within the last 6 months if possible.
- Please add the date on which the recording was made (and not just the date on which it was uploaded) to the Basic Information section of YouTube or SoundCloud as you upload your recording.
- Do not submit scores unless requested to do so.

**If you have problems with these recordings requirements, please contact the Secretary on 01428 685427 or [admin@munstertrust.org.uk](mailto:admin@munstertrust.org.uk) well in advance of the application closing date.**

## **H. Referees:**

Details of two referees are required. You must ensure that two references are submitted online by the closing date (10th February). One reference must be from your **current teacher**, the other from **a person with up-to-date knowledge of your musical training and study plans, for instance, your Head of Department.**

- Name of referee
- Position
- Contact details (telephone and email)

References can be submitted online from **1 January** – please ask your referees to go to <http://www.munstertrust.org.uk/awards/study-grant-reference-form>. The closing date for submission of references is midnight on **10 February**. References received after this deadline are unacceptable and the application will be considered invalid. It is the responsibility of the applicant to ensure that the references are submitted in time. Please feel free to contact the office to check whether your referees have submitted their references. **Please contact the Secretary on +44 (0)1428 685427 or admin@munstertrust.org.uk if your referees have any difficulties submitting online.**