



Guide to Applications for Students

We look forward to receiving your application for Singing School 2021. Because we've simplified the form this year, a lot of essential information you need to check is now in this Guide. 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 are older than 16 years (although under 18 requires 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). Reading music, knowing the fundamentals of voice control and general singing disciplines are just some of the ways singing lessons will benefit your time at the school.
- ✓ Or, you might 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.

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Application Requirements

When you fill in the online application form you also will need to provide:

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 \$239 is paid into the NZSST 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
- Mixed 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 21 March. 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 contact details for you and for emergencies. Note that you should 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).

IMPORTANT: All students under 18 who are accepted at the School will need a parent/guardian approval to be signed as well as a Code of Conduct signed and provided with their confirmation. We will email these students.

2. Music education

We want all students to have reached a level of singing proficiency, and can read music and take direction, so Singing School NZ prefers that students have at least 3 years of singing lessons with a 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. If you have exceptional circumstances, please email us to discuss or add 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, German and French.



4. Streams & Ensembles.

Classical students are streamed – advanced and mainstream – and you can select the stream you fit into, although the Artistic Directors may move you according to your ability. Musical theatre students are not streamed.

Ensembles (2-6 singers) are an important part of the school performance training and any student can choose to participate in an ensemble which may be used 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. Everyone can be part of a mass chorus.

5. Deposit and Fees

Tick that your deposit of 10% of the full cost (\$239) is being paid on application into the NZSST bank account – you can also upload a screen shot of your bank record.

Full cost of the Singing School tuition is NZD\$2395.00. Accommodation and food is additional (see 8 & 9). **Full payment of fees is due by 15 May 2021.**

Early-bird fee of NZD\$2249.00 applies if fees are fully paid by 31 March 2021 (10 days after confirmation of acceptance as a student of the school). Monthly payment plans can be arranged to spread payments evenly. Please contact the Manager at info@singingschool.org.nz to organise.

Payment can be made by internet banking to:

New Zealand National Singing School, BNZ Bank 02-0700-0295823-00.

6. Cancellations and Refund Policy

Please read this carefully so you understand the financial implications of:

- 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.
- A cancellation by students, once you are accepted into the School. **You must let us know of your cancellation by phone and email as soon as you can**, as it may allow another student a place.

1.	Student not accepted into school.	Deposit refunded, minus \$50 admin fee
2.	Student cancelling between the opening and closing of enrolments, 1 December 2020 – 28 February 2021.	Deposit refunded, minus \$50 admin fee
3.	Student cancelling from close of enrolments (28 February 2021) to final fees due (15 May 2021).	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 (15 May 2021) and the start of school, 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.	Cancellation (or delay) of school due to emergency (eg Covid restrictions) - within 15-30 days of school opening	30% of fees refunded, minus \$50 admin fee.



6.	Cancellation (or delay) of school due to emergency (eg Covid restrictions) - within 1-14 days of school opening	50% of fees refunded, minus \$50 admin fee.
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7. 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 people with 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.

Any health information you give us remains confidential and is only used by the administration and relevant faculty of the School. By telling us this information, you help us ensure that we can understand and prepare for your needs, that the Faculty teach you in a way that doesn't adversely impact your health condition, and that any medical intervention that may be needed can be done effectively with full knowledge of your condition. This can include acute food allergies.

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

8. Accommodation

At past schools, we have arranged accommodation for students. Due to this being a July school, the usual accommodation at the school and EIT is not available. However students are very capable of finding their own accommodation.

OPTION: We will reserve space at Kennedy Park Resort in Napier where students can share 5-6 bed motel units with kitchen and laundry facilities for approx. \$200 for 8 days (cost will depend on numbers sharing the unit). It's close to the city, there's a shopping centre within walking distance, and it's on a bus route to EIT. We can arrange a shared unit for females, another for males, or mixed if you are coming with friends/partners. Please contact the NZSST Manager to enquire - you will pay for this direct to Kennedy Park on arrival.

9. Meals

You will be responsible buying and supplying your own meals, so will need to budget for this. A good variety of nutritious reasonably priced meals is available at EIT cafeteria. This can't cater for all dietary preferences but it's important that we know if students have acute allergies (nuts, lactose, gluten, refined sugar) that lead to medical problems, so the chefs can avoid adding trigger foods to main meals.

NOTE: The EIT cafeteria is changing ownership between December and January so the new prices won't be set until early 2021. We'll advise students what to budget by early February.

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! Mobile devices work fine and a bit of preparation by way of 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. 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. We 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, 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.**