

PRACTICAL AND THEORY EXAMS 2017**NZ APPLICATION FORM & TAX INVOICE****Applicant information**

The applicant is the teacher, parent, or adult candidate, and must be 18 years of age or over.

Applicant number _____ (Optional)

Practical (P) or Theory (T)

Applicant type Teacher
 School
 Parent/guardian
 Adult candidate

Title _____

Please use separate forms for practical and theory entries.

First name _____ Home telephone (____) _____

Family name _____ Work telephone (____) _____

Qualifications _____ Mobile telephone (____) _____

Address _____

Suburb _____

City/Town _____ Post code _____

Email _____

The email address you supply here will give you access to our online services including early notification of exam appointments and results. Please see the back page for further information.

Examination options

Requests for preferred dates or weeks will not be considered without supporting documentation.

Practical exam options

Practical 1 (main centres only)
 Closing date: 10 March
 Exams: 15 May to 7 July

Practical 2
 Closing date: 19 May
 Exams: 7 August to 15 September

Practical 3 (including Jazz)
 Closing date: 4 August
 Exams: 16 October to 8 December

Practical centres – choose ONE centre only per form**Auckland**

- Remuera / Mt Eden Mt Roskill
 Northcote Pukekohe
 Howick
 Other Auckland centre: _____

Wellington

- Wellington City
 Lower Hutt
 Kapiti Coast
 Other Wellington centre: _____

 Hamilton

- Christchurch**
 Dunedin
 Other centre: _____

Theory exam options

Theory A
 Closing date: 10 February
 Exam: Saturday 25 March

Theory B
 Closing date: 5 May
 Exam: Saturday 17 June

Theory C
 Closing date: 15 September
 Exam: Saturday 4 November

Theory centres – choose ONE centre only per form**Auckland**

- Epsom Henderson
 Northcote Orewa
 Pakuranga Papatoetoe
 Other Auckland centre: _____

Wellington

- Wellington City
 Lower Hutt
 Kapiti Coast
 Other Wellington centre: _____

 Hamilton

- Christchurch**
 Dunedin
 Other centre: _____

Teacher/school to appear as presenter on certificate (if different from applicant above). See guidance notes for more information.

Candidate information

See guidance notes page for list of subject codes.

1	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
2	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
3	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
4	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
5	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
6	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
7	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
8	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
9	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____
10	Given name(s) _____ Subject _____ Grade _____	For Grades 6 –8 and ARSM, proof of prerequisite must be attached	Family name _____ Date of birth (ARSM) ____/____/____	Specific needs _____

Fees and Payment

	Practical	Theory	Number of candidates	Total fees per grade
Preparatory Test	\$88			
Grade 1	\$124	\$67		
Grade 2	\$142	\$69		
Grade 3	\$146	\$71		
Grade 4	\$175	\$86		
Grade 5	\$181	\$93		
Grade 6	\$216	\$107		
Grade 7	\$242	\$111		
Grade 8	\$268	\$113		
Performance Assessment	\$181			
ARSM	\$400			
	Fees are inclusive of GST			Total fees \$ _____

Payment Options

Online Date paid _____
See guidance notes on the following page for more information.

Cheque Enclose cheque(s) made out to ABRSM with this form

Re-entry Voucher Value _____

GST No. 30-296-524

Please keep a copy of this form for accounting purposes if required.

**Please make one payment for all practical entries.
Please make one payment for all theory entries.**

Guidance notes

Please use this form for all Classical, Jazz and Theory examinations: PT, PA, Grades 1–8 and ARSM.

Applicant information

The Applicant is you, the person filling in the form. You may be a teacher, a parent or guardian, or an adult wishing to take the examination yourself.

The applicant information you provide is used to contact you regarding examination times and results. Your name and any qualifications you hold will be printed on certificates earned by the candidates on this form. You may leave the applicant number blank if you do not know your applicant number, or if this is your first entry.

PRESENTER DETAILS

If you would like someone other than the applicant to be listed on the certificate as the presenter, please fill in the details at the bottom of page 1. For example, you may teach at a music school, and prefer the name of the school itself to be used. Please note that if you fill information in here, it will apply to all the candidates on this form.

Candidate information

The candidate is the person who wishes to take the examination. This will be your student or child, or yourself if you are an adult candidate submitting your own application form.

If any candidate is applying to sit a practical examination for Grade 6, 7 or 8 on any instrument or singing, they must have passed a Theory, Practical Musicianship, or solo Jazz examination at Grade 5 or higher. ARSM candidates must have already passed ABRSM Grade 8 practical or a listed alternative before making the entry. See www.abrsm.org. Please enclose proof of this prerequisite qualification.

OTHER COMMITMENTS

If there are dates during the examination session that any of your students have unavoidable commitments (such as overseas travel or school examinations) you may advise us of these at the time of application. You must include the relevant documentation (such as a travel itinerary or school exam timetable) or a letter explaining the situation. **Please do not simply request a preferred time** within the session without providing documentation to support your request.

Fees and Payment

Please pay fees as one lump sum. All payments should be made by the closing date. Please do not combine fees for different types of exams (eg Practical, Theory, Diploma) in one payment.

You should make your online payment into the appropriate regional account (see back page for details).

Upper North Island	Carla Johnston T/A ABRSM	Account number 12-3136-0309000-50
Lower North Island	ABRSM Wellington	Account number 03-0502-0953258-01
South Island	ABRSM Christchurch	Account number 06-0821-0029783-01

Particulars Code	session (eg Practical 1, Theory A)
Reference	applicant number from page 1 of this form applicant surname from page 1 of this form

Classical Subject Codes

01 Piano	38 Descant Recorder (grade exams)
02 Organ	39 Treble Recorder (grade exams)
03 Violin	83 Recorder (ARSM only)
04 Viola	40 Singing
05 Cello	41 Harpsichord
06 Double Bass	42 Practical Musicianship
07 Guitar	44 Percussion
08 Harp	
09 Flute	
10 Oboe	
11 Clarinet	
12 Bassoon	
13 Horn in F	
14 Trumpet	
20 B♭ Cornet (grade exams)	
21 E♭ Cornet (grade exams)	
80 Cornet (ARSM only)	
22 Flugelhorn	
23 E♭ Horn	
24 Baritone	
32 Trombone	
33 Bass Trombone	
34 Tuba	
35 Euphonium	
54 Soprano Saxophone (grade exams)	
36 Alto Saxophone (grade exams)	
37 Tenor Saxophone (grade exams)	
55 Baritone Saxophone (grade exams)	
63 Saxophone (ARSM only)	

Jazz Subject Codes not available at all centres

45 Jazz Piano
47 Jazz Clarinet
48 Jazz Alto Sax
49 Jazz Tenor Sax
50 Jazz Trumpet
52 Jazz Trombone
56 Jazz Flute
57 Jazz Soprano Sax
58 Jazz Baritone Sax
59 Jazz Cornet
60 Jazz Flugelhorn

Theory Subject Codes

99 Theory

Grade Codes

Use Grade number for Grades 1 to 8

PT Preparatory Test
PA Performance Assessment
AR ARSM

Specific Needs Codes

Alternative tests:

B	Braille tests for visually impaired
L	Enlarged tests for visually impaired or dyslexia
S	Special aural tests for hearing impaired
R	Aural alternative to sight reading for visually impaired

Other needs:

D	Dyslexia
C	Autism / Aspergers

If a candidate has another specific need that you would like the examiner to be aware of (eg hearing impairment, wheelchair access, etc) please write * in the special needs code and attach a letter of explanation.

By completing and returning this application form, you are agreeing to abide by the current Examination Regulations, including section 8 regarding the examination date. Regulations are available online and in a printed booklet by request.

WHAT HAPPENS NEXT (Practical)

- Check you have enclosed proof of prerequisite qualifications for candidates applying to sit Grade 6, 7, 8 or ARSM.
- Post this entry form to your local representative.
- We aim to process all entries within four weeks of the closing date. You can check the status of your application using our online services: www.abrsm.org/onlineservices.
- You will receive an email notification once the timetabling has been completed. This will be followed by a printed appointment notice sent by post. This information will include your confirmed exam venue and the date and time of the exam(s).
- Approximately one week after the exam you will receive an email notifying you that your results will be available to view online, and the mark form(s) will be posted at this point also. The results notice and certificate(s) will follow a few weeks later.

WHAT HAPPENS NEXT (Theory)

- Post this entry form to your local representative.
- We aim to process all entries within two weeks of the closing date. You can check the status of your application using our online services: www.abrsm.org/onlineservices.
- You will receive an email notification once your entry has been confirmed. This will be followed by a printed notice sent by post. This information will include your confirmed exam venue.
- After the exam, the papers will be sent to our London office for marking. We aim to release results through our online services approximately 6 weeks after the exam date. If you have provided an email address on this application you will receive an email notification that your results are ready to view. Printed results and certificate will then follow by post.

LOCAL REPRESENTATIVES

Area	Names	Address	Phone	Email
Upper North Island				
Auckland	Carla Johnston	PO Box 81, Silverdale 0944	09 480 1200	carla@abrsm.org.nz
Gisborne	Beverley Peach	7 Douglas Street, Wainui Beach, Gisborne 4010	06 868 4493	peachbeverley@xtra.co.nz
Hamilton	Greg Neil	45 Albert Street, Hamilton East 3216	07 856 0430	gregneil@gmail.com
Northland	Contact Carla Johnston for details			
Rotorua/Taupo	Jenny McDonald	25 Birch Street, Hilltop, Taupo 3330	07 378 8973	eiio2@xtra.co.nz
Tauranga	Claire Haywood	4 Windover Rise, Bethlehem, Tauranga 3110	07 579 3031	haywoodnz@gmail.com
Whakatane	Helen Kear	1 Marchignall Street, Coastlands, Whakatane 3120	07 308 9908	m.hkear@slingshot.co.nz
Lower North Island				
Wellington	Cecilia Vincent	66A Major Drive, Kelson, Lower Hutt 5010	04 565 0629	cvincent@xtra.co.nz
Hastings	Joan Stichbury	202 Davis Street, Hastings 4120	06 876 7498	jjjoans@xtra.co.nz
Hawera	Contact Cecilia Vincent for details			
Masterton	Judy Knox	131 Chester Road, RD 1, Carterton 5791	06 379 5026	cladonia@xtra.co.nz
Napier	Rachel Brownrigg	24 Brompton Drive, Taradale, Napier 4112	06 844 6680	rachel.b@xtra.co.nz
New Plymouth	Contact Cecilia Vincent for details			
Whanganui/Palmerston North	Judy Barrett	5 Rotokawau Drive, Otamatea, Whanganui 4500	06 345 2228	judy_barrett77@hotmail.com
South Island				
Christchurch	Lois Dalton	38 Rata Street, Riccarton, Christchurch 8041	03 348 1416	lois.dalton@clear.net.nz
Blenheim	Marios Sophocleous	PO Box 479, Blenheim 7240	03 578 4861	zylocraft@gmail.com
Dunedin/Otago	Nancy Rutledge	71 Sligo Terrace, Roslyn, Dunedin 9010	03 477 1214	bandn.rutledge@xtra.co.nz
Invercargill/Southland	Janice McIntyre	102 Redmayne Road, Myross Bush RD 2, Invercargill 9872	03 215 6223	a.e.mcintyre@slingshot.co.nz
Nelson	Marilyn Murray	17 Flaxmore Place, Bishopdale, Nelson 7011	03 548 0874	wbmfurray29@yahoo.com.au
Timaru	Vin Carey	39 College Road, Parkside, Timaru 7910	03 688 8635	clanpat@gmail.com